

## **BISCC Board Meeting Minutes**

**August 8, 2018**

Next Board Meeting: **September 12, 2018, @ 9:00 a.m., Dining Room**

**Call to Order:** Vice President Mickey Guthrie officially called the meeting to order at 9:00 a.m.

**Board Members Present:** Ed Bancroft, Mickey Guthrie, Mike Hotchkin, Colleen Keilbart, Karen King, Nancy Lewars, Gunda Lunde, Bill Luria, Genevieve Moyer, Selden Smith, Dick Melton (ex-officio)

**Absent:** Tom Kilbane Jeannette Franks, Selden Smith

**Others present:** Reed Price, Mary Gibbs, Ruth Flanagan, Gerry Worley, Cindy McGregor

### **Consent agenda: Minutes**

**Motion:** Mike moved to accept the July 11, 2018 board meeting minutes as presented. Nancy seconded and it was unanimously approved.

**Financial Report** – Ed Bancroft presented the [attached](#) financials.

### **Committee Reports**

#### **Events Committee** –Mickey/Colleen

The committee is concentrating on plans for the Barbecue this Saturday, August 11, 2018 from 12-3 p.m. Sign up for grilling was passed around to board members.

Next “Out to Lunch Bunch “ Thursday, August 16, 2018, Sogno di Vino in Poulsbo

The Improve/Edge is scheduled to be the first ever large fund raising event. It is scheduled for September 15, 7:00-9:00 p.m., \$50 reservation, Hors d’oeuvre table and a no host wine bar with soft drinks and coffee. The Events Committee will look to the Marketing Committee to help with publicity. This event will be open to the public.

#### **Marketing** -Cindy

Two BISC members, both with executive experience in marketing, will be attending the next Marketing meeting. The hope is to recruit them for the Marketing Committee in leadership roles.

#### **Technology Tutoring- Expansion of Offerings:**

1. One-on-one sessions resume on Sept 24. Bainbridge Youth Services has commitments from 3 high school students so far. We will continue supplementing the sessions with adult tutors. A sign-up sheet is at the front desk.

2. Judy Brewer, a college student who has been volunteering at the Bainbridge Public Library, has proposed teaching 2, 1½ hour each, sessions on Apple and Amazon products. Some of the high school tutors will be participating as well.

3. A new member with considerable experience organizing technology tutoring is interested in developing a series of group sessions.

#### **Movie nights:**

Sept 14 & Sept 21– *The No. 1 Ladies’ Detective Agency* 2 episodes each night (PG, 2009)

Oct 12 - *Only the Brave* (PG, 2017)

Oct 19 - *The Hundred-Foot Journey* (PG, 2014)

#### **Advocacy** – Bill

Plans are underway for a candidate forum in September/October with Sherry Appleton and Becky Erickson.

**Resources Committee** - Mike for Barbara Hotchkin

The free symposium on Home Care Options, September 20, will be publicized in the next Splash!, and beginning shortly after Labor Day through posters placed at various locations around town and in newspapers. Three professionals in elder care will present overviews of home care, including questions to ask providers and the role of a geriatric care manager.

Planning for an informational meeting/power point presentation on Universal Design continues. The proposed speaker will be invited to the next Resources Committee meeting on September 11<sup>th</sup>. The date for the Universal Design informational meeting/presentation to the public will be scheduled at that time.

Reed advised the BRN (Bainbridge Resource Network) project has hired Spiderlily Web Design to assist with the Data Base Resources to develop the co-agency resource "book," really an online resource.

**Finance & Operations** (Ed / Mike)

\*Ed advised the need to make our board of directors roster the official roster which can be used in setting up an E-trade account.

**Motion:** Nancy moved to make the attached list the official Directors roster. Mike seconded and it was unanimously approved.

\* All board members were given copies of the policies we need to adopt for the Senior Center.

**Motion:** Bill moved to adopt the amendment to the BISCC Investment Policy; Code of Conduct Policy; Conflict of Interest Policy; Document and Retention Policy; Whistle Blower Policy; and the Executive Compensation Policy. Karen seconded the motion and it was unanimously approved.

**Planned Giving Outreach** - Reed advised The Bellweather Group (TBG) submitted a proposal for \$6,000 through 2019 to work with BISC to launch a Planned Giving Program with the goal to increase its major donor pool as well as educate the Board so this is a successful program. Information will be reported to the Board, likely at its October and November Board Meetings.

**Fundraising** (Gerry Worley for Selden Smith)

\*Gerry reported on the Grant Subcommittee's activities in the absence of Selden Smith. Fundraising goals and plans were discussed.

**Motion:** Bill moved to accept the Fundraising Plan Goals that are as follows:

- Raise enough money to support programs and operations and to improve them.
- Raise enough money to provide funds for ongoing organizational development, strategic planning, communications and outreach, capital improvements and professional development.
- Improve our organizational structure for fundraising, including developing processes, increased donor communication, establishing major donor work, establishing planned giving, and building a stronger fundraising team which includes increasing board involvement.

Mike seconded the motion and it was unanimously approved.

\*The committee will continue to investigate and write grants and submit LOIs in preparation of 2019. The fundraising goal for 2108 is \$50K; \$52.44K has been awarded.

\*The Jumble Sale will be held on the August 24, 25. We will need help transporting furniture if anyone has a pickup truck that is available. Marilyn Kosner is in charge of the crafts and anyone knowing someone willing to donate their craft they can contact Marilyn.

**Strategic Planning – Mike**

Where are we going? What is our future? BISC is developing a plan to help answer these questions, including our vision for the future and the strategic goals we are proposing to build on our past successes and address the challenges ahead. We want to hear your thoughts to let us know if we are on the right track. We are inviting members, their families, our donors, funding partners, and community representatives to attend one of the scheduled informational/listening sessions. The committee would like the board attendance/participation at each of the meetings.

Tuesday September 11, 2018	10:00 am - 12:00 pm	Bethany Lutheran Church
Thursday September 13, 2018	3:00 - 5:00 pm	Eagle Harbor Congregational Church
Saturday September 15, 2018	1:00 - 3:00 pm	Island Volunteer Caregivers
Tuesday September 18, 2018	7:00 - 9 :00 pm	Bainbridge Island Senior Center

**Membership -Nancy Lewars for Jennifer**

\*Next New Member Coffee on Wednesday, September 12, 10 a.m. Don and Ellen Fisher will host.

\*Nancy Lewars outlined BISCC's need for a more efficient way of matching new members with programs/classes/etc.-of-interest and/or with volunteer needs at the Senior Center. New members fill out a membership application form that includes a section of their interests. All committee members agreed to make calls to assist with follow-through on the returned forms.

**Emergency Planning – Gunda Lunde**

Earthquake Preparedness and the Warming Center are two different issues. Gunda explained the gap between COBI/Kitsap County/BISCC because of the departure of Amber Richards, the Emergency Management Coordinator for COBI. There is a 3-day event in September that COBI and Bainbridge Prepares is planning. There is the hope that a standard hub policy will be written at that time. Dick said that the City has a long way to go identifying Hubs. They want 10 and so far only have 3, the Senior Center, Island Church and Bloedel. There will be CPR training offered to members of BISC for people who are willing to help in an emergency soon. A first-aid class may be in the offing in the fall.

**New Business / "For the Good of the Order"**

Mary said the National Night Out held last night (August 7, 2018) was a huge success. This was the first year it was moved from City Hall to Waterfront Park and had more people than ever before.

Mary advised a new coffee company is being investigated to provide coffee for the Center's hospitality service. A "tasting" week will be announced soon for people to try out the new proposed service.

Karen said Fob Friday is catching all where the vendors now expect people to get their 10% discount.

**Meeting adjourned at 10:30 a.m.**

**Respectfully Submitted,**



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**Colleen Keilbart, Recording Secretary**

## Bainbridge Island Senior Community Center Board of Directors 2018

<b>Name</b>	<b>Address</b>	<b>Phone</b>	<b>Email</b>
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