

BISCC Board Meeting Minutes
April 10, 2019
Next Board Meeting: May 8, 2019 @ 9:00 a.m., Dining Room

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

Board Members Present: Ed Bancroft, Mickey Guthrie, Bill Luria, Mike Hotchkin, Gunda Lunde, Selden Smith, Ruth Flanagan, Colleen Keilbart, Ann Lovejoy, Colleen Waechter, Genevieve Moyer, Tom Kilbane (ex-officio)

Absent: Jamie Mittet

Others present: Reed Price, Mary Gibbs

Consent agenda - Minutes

Motion: Mike moved to accept the March 13, 2019 board meeting minutes as presented. Ed seconded and it was unanimously approved.

Volunteer Lunch and Grand Old Fourth Colleen K. M

Mickey and she are helping Sara with the Volunteer lunch. Ann Lovejoy volunteered to bring table arrangements.

Grand Old Fourth details are underway. Signups for the “Drill Team” are currently at reception. Nancy Lewars and Colleen K are co-chairing events.

Financial Report – Ed distributed monthly budget. (attached) The first quarter income and expense totals were highlighted by Ed, and he pointed out that some of the expenses incurred in the first quarter may relate to income recognized in the prior period. This was expected to happen. Reed provided an example of an unrestricted income deposit in the prior year that is continuing to drive expenses in the current period. There were no questions from the floor.

Committee Reports - *All committee minutes are filed in the Committee Book maintained by the BOD Secretary.*

Financial Committee – Ed

* Gerry Worley provided a vibrant and informative report on the grant recording, tracking, and application process. She has successfully bridged financial communication gaps between the grant committee, the finance committee, the Treasurer and the Executive Director. Her worksheets are principally designed to assist Reed Price in the application process and provide him a means to track the results and history of our successful, unsuccessful and pending grants. Furthermore, the filing methods for this data have been organized so that accounting, the fund-raising committee and future auditors can retrieve the data as needed.

* Ed discussed the portfolio positions and expressed the opinion that one position (EAFHX) could be improved. The performance of this issue has lagged the others in the portfolio. Ed agreed to provide a recommendation for replacement of this issue via e-mail for committee approval.

* Day to day cash tracking system is being improved upon. *See Finance Committee Minutes for details*

Events Committee – Colleen Keilbart

* 2019 Talent Show was a big hit. Took in approx. \$600. Detailed summary and suggestions for next year are in the Committee book.

* Next event is Cuban Heels, a Latin music group, on June 22., 4:00-7:00 p.m.

* Selden is working with The Edge to make sure they have enough people for the September 14 Fundraiser.

Marketing –Karen King

* Karen passed around a sign up sheet for manning the Senior Center booth at the Farmer’s Market for three Saturdays during the season: April 27, August 17 and October 5.

* After months of research, a survey and meeting with marketing consultants Marketing has recommended keeping the official name of the Senior Center as Bainbridge Island Senior/Community, including the “slash” when appropriate. Bainbridge Island Senior Center will continue to be the everyday usage.

Motion: Colleen K. moved that we adopt the marketing tagline “For the Prime of Your Life”. Ann L. seconded and it was unanimously approved.

Membership - Jennifer M. by Colleen K

* Committee members are calling all new members since Jan. 1, 2019 to date welcoming them to the Senior Center and offering assistance to answering questions.

Nominations – Pending meeting for nominations committee, April 11 with Mickey G. Chair and committee members Tom K, Bill Luria, Mike H and Colleen K.

Strategic Plan - Mike H.

The BISCC Strategic Plan progress report was emailed to all board members. No questions.

Policies and Procedures - Mike H.

* A draft of By Laws has been written. Specific question was changing the term of board members from 3-2 year terms (total of 6 years) and 2-3 year terms. The nominating committee is meeting tomorrow and will give Mike their recommendation prior to the May 8, 2019 when it will be presented to the board. A straw poll showed there was no objection to the date of the Annual Meeting being changed from January to February for the express purpose of the Treasurer to be able to prepare the end of the year report.

Grants - Kathy Dimaggio

Synopsis for the Board: Awarded a \$3,890 grant from Bainbridge Island Rotary for bus upgrades. Two proposals submitted: Bainbridge Community Foundation (Comm), \$2.04K; Harvest Foundation, \$10K.

Fundraising – Ann Lovejoy

A new committee consisting of Ann, Tom K and Reed has been formed dealing with sufficient funding in perpetuity, per Goal 4 of the Strategic Plan. So far they have met to talk over the scope and direction of our future fund raising efforts, terms of sustainable funding and the need to plan for changing/ increasing needs over the next ten-twenty years. Ann and Reed attended an all day workshop for nonprofit fund raising and endowment development through the Kitsap foundation.

Resources – Genevieve

Resource Fair May 17. Recruiting participants going very well. Board members encouraged to attend.

Director’s Report - Reed

- * **Community Resource Navigator** position has been filled by new hire Katie Auger
- * **BIR** - possible collaboration talks continue. Ed Bancroft is scheduled to meet with BIR treasurer.

Director's Report continued-

*** Volunteer Update** – (Sara)

* BIPRD Goodwill Egg Stuffing parties yielded 4500 eggs from about 15 good natured bunnies

* Great turnout and reviews for the first Volunteer Mixer 4/3!- about 40 in attendance with at least 20 signing up for highlighted needs, including Marketing, July 4th, Bingo calling, Meals on Wheels Conversation Host and Farmers Market outreach

* outreach underway for 4/19 Game Day

* 5/15 Volunteer Luncheon planning underway, confirmed venue, caterer/menu invitations in process: splash announcement, posted invitation and RSVP list begun.

* Met with MARC Director and they are interested in hosting a Summer Ball, perhaps in conjunction with the next Volunteer Mixer - TBD

*** Waterfront Thrift** – (Tijen)


* March was a great month for the shop. Our sales came in at \$6365 vs. last year's \$4804 (+ 32%) and sales of \$5051 in 2017.

* April's first week of sales were \$1263, a \$100 increase over last year. Our goal for this month is \$5200 vs. last year's \$4872.

For the Good of the Order: None

Meeting adjourned at 10:45 a.m.

Respectfully Submitted,



Colleen Keilbart, Secretary

[BISCC BUDGET MAR 2019.xlsx](#)