

BISCC Board Meeting Minutes

February 13, 2019

Next Board Meeting: March 13, 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, Mike Hotchkin, Gunda Lunde, Bill Luria, Jamie Mittet, Selden Smith, Ruth Flanagan, Colleen Keilbart, Tom Kilbane (ex-officio)

Absent: Ann Lovejoy, Colleen Waechter, Genevieve Moyer

Others present: Reed Price, Mary Gibbs, Vince DiCarolis

Consent agenda: Minutes

Motion: Jamie moved to accept the January 14, 2018 board meeting minutes as presented. Mike seconded and it was unanimously approved.

Financial Report – Ed distributed monthly budget. No questions.

Finance Committee

* New tax information: Ed advised that we are to pay Washington State B & O Tax on program revenues and on COBI contract for a total of approximately \$1,400.

* The Finance Committee has invested funds in recommended accounts, detailed in the Finance Committee minutes filed in the Committee Book.

* The Financial Statement for 2018 was reviewed.

Motion: Jamie moved to accept the 2017/2018 Financial Statement in accordance with the draft with the corrections that Ed noted. Ruth seconded and it was unanimously approved.

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

Events Committee – Colleen Keilbart

* The Events committee has changed their name to SOCIAL EVENTS COMMITTEE, to distinguish between other events put on at the Senior Center.

* The committee is planning details of the Talent Show for March 16. Rehearsal March 13, 1:45 p.m.

The committee is planning an event for June 22, 2019. Selden is working on having the group Cuban Heels perform.

Marketing: Reed (and Karen King by email)

Reed introduced Vince DiCarolis who is on the Small Grants Committee at Rotary and who has a background of marketing. Vince gave the history of our latest survey which he helped the Marketing Committee put together, explaining the survey now is in the hands of the Marketing Committee who will meet and decide what to do with the results. We had 243 responses to the survey. Some top takeaways: a strong interest in night and evening program expansion and minimal support for changing the Center's name. Possibly a new tag line. One suggestion from Ruth: "Where you stay active as you age." Survey raffle winners receive bottle of wine from Harbor Square Wine Shop and a box of dark chocolate fudge from Bon Bon. *(Reed drew 10 names of those receiving a bottle of wine and a box of chocolates. He will notify the winners.)*

Status and start date of Farmer's market booth. Application due March 4. Select 4 Saturdays every other month. Karen will send in application.

Grants: Kathy Dimaggio,

Highlights: The committee was introduced to our Strategic Plan objectives. Awarded \$2.5 from Kitsap Bank Community Connections. Harvest Foundation accepted our LOI.

Membership Committee – Jennifer Merrill

* Merging the Membership committee with the Making Connections committee was discussed and agreed it makes sense.

* Also discussed was the Membership Committee's role in encouraging the 400-plus members who paid dues in 2018 but have not yet in 2019. An email to everyone on that list who has an email address, was sent encouraging them to renew. And we agreed that our committee should call the remaining folks—those who do not have an email address. I will hand out phone call lists, with a possible “script,” for those willing to make calls at our next meeting.

* It was agreed that the New Members Coffee should continue.

Reed's Report:

Bainbridge Resource Network is ready to go online. There will be about a 2 week testing period and then our receptionists will get trained.

Refresh Committee: Reed (Jeannette Franks submitted full minutes that are in the Committee Book)

* Just the beginning stages of putting together a list of things big and small that need to be done to update and brighten BISC. Final decisions will be submitted to the Board prior to submitting a plan to COBI.

* Board members like the idea of having furniture and art that is for sale through Waterfront Thrift scattered around the center.

* **Taxes:** It is important to note that Fund Raising dollars are exempt from State and local taxes.

* **Chilly Hilly** – Will be held this Sunday, February 24 from 11:00-3:00. Thirty volunteers!

* **Kitsap Great Give** is April 23 this year. Reed would like to have 100% of board participation. There will be the opportunity to give on line at an earlier date. Reed will advise of details when he knows.

* **One Call For All** – Donations to the Senior Center through One Call For All increased by approximately \$3,700 over last year at this time. Thank you notes are being prepared by Mary.

* **Waterfront Thrift** –January 2019 was up by over \$2,000 from 2018. Monthly sales will be advertised in the Monday Morning News letter. Colleen Waechter has agreed to be Tijen's assistant.

* **Volunteer Program** - Reception is fully staffed. Looking to implement improved communication and reduce Gerry's time spent on schedules.

* **Volunteer Fair/Mixer** on April 3. Plan is to begin roll out of new volunteer procedures, provide opportunities for volunteers to meet each other and learn about each other/new opportunities and to have fun!

* **Volunteer appreciation Luncheon** set for May 15 at St. Cecalias.

* **Rowing Club** –Bill Luria reported there is a ad hoc committee of Bill, Reed, and Tom Kilbane who met with Sue Entress – President, and Jennifer Ames-Karreman, Development Chair of the Stan Pocock Legacy Rowing Center to discuss the possibility of a collaboration between Bainbridge Island Rowing (BIR) and BISC in a major fund raising goal to complete the building of the Rowing Center. BISC's participation would guarantee some use of the building for additional classes and use of a commercial kitchen. Many details would have to be worked out before joining for this major fund raising opportunity.

Motion: Selden moved to authorize and direct the ad hoc committee to continue talks and explore possibilities of such collaboration between BISCC and the Stan Pocock Legacy Rowing Center. Jamie seconded and it was unanimously approved.

* **By-laws** – Mike, Ed and Huck Murdoch are reviewing our current bylaws and will proposing draft amendments. A discussion was held as to who would be responsible for the policies dealing with things such as the Board Nominating process. The Executive Committee will be writing policies that will include number of years to serve on the board and a policy of dealing with a board member not holding up their responsibilities.

For the Good of the Order: Mickey announced the nomination of Reed for the Chamber of Commerce Citizen of the Year. The honors banquet will be March 2, 2019, Wing Point Golf and Country Club. Reservations can be made at

<https://www.bainbridgechamber.com/island-honors/>

Meeting adjourned at 11 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Colleen Keilbart".

Colleen Keilbart, Secretary