

BISCC Board Meeting Minutes

June 12, 2019

Next Board Meeting: July 10, 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:** Ruth Flanagan, Mickey Guthrie, Colleen Keilbart, Ann Lovejoy, Genevieve Moyer, Ed Bancroft, Mike Hotchkin, Selden Smith, Tom Kilbane (ex-officio)

**Absent:** Bill Luria, Jamie Mittet, Colleen Waechter, Gunda Lunde, and Executive Director Reed Price

**Others present:** Mary Gibbs, Coleen Edwards

**Consent Agenda - Minutes**

**Motion:** Ruth moved to accept the May 8, 2019 board meeting minutes as presented. Ann seconded and it was unanimously approved.

**Helpline House.** Mickey presented a request from Bill Luria regarding Helpline House applying to the City for a \$100,000 grant from the Housing Trust Fund to support its Emergency Rental Assistance program. This will assist families struggling to meet monthly rental payments and prevent them from possibly becoming homeless. A discussion was held and a motion was made.

**Motion:** Ann moved to direct Reed to submit a letter to the City Council expressing the Senior Center's support of the request of Helpline House being awarded a grant from the Housing Trust Fund of \$100,000 for emergency housing. Mike seconded and it was unanimously approved.

**Financial Report** – Ed reported the monthly budget is stable with little changes in both the budget and investments. Ed has requested approximately 20 minutes at the July 11 BOD meeting to give the board the half year extended report.

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

**Resources** –Genevieve advised the Resources Committee will not be meeting during the summer months.

**Finance Committee:** Ed

**Bainbridge Island Rowing Club:** The last suggestion from BIRC is a hybrid arrangement whereby BISCC fronts a deposit of approximately \$80,000 in exchange for a 5 year lease with the rent reduced by about 50%.

**Motion:** Selden moved to direct the Executive Committee to continue discussions with BIRC pursuant to the perfection of a lease agreement. Ann seconded and it was unanimously approved.

**Events Committee** – Colleen Keilbart

- \* Next event is Cuban Heels, a Latin music group, on June 22, 4:00-7:00 p.m.
- \* Barbecue is 2-4 p.m. August 10

**Marketing** –Ruth

- \* **Grand Old Fourth.** All aspects of BISCC involvement for July 4<sup>th</sup> are being handled.
- \* **Outreach to media-** Kevin Dwyer has agreed to be our media outreach writer and distributor.

Karen and Reed will work with him on content.

- \* **Car Magnets:** Karen is getting cost estimates for 4”x 5” car magnets
- \* **T-Shirts:** “dusty” brown t-shirts with logo were ordered and have arrived. They will be \$15, and free to those wearing them for events representing the senior center.

- \* **Farmer’s Market Booth** - Next Booth dates, Sat, August 17 & Sat. October 5

**Refresh Committee:** Ann reported Eleanor Weinel is reviewing all the schematics available for the building while jobs within the committee have been segregated. The first thrust is making the building ADA compliant. An added note, there will be no commercial kitchen built at the BIRC.

**Membership** - Jennifer M. (Reported by Colleen K.)

\* **New Members Coffee** on May 8 went very well! At least 25 new members attending, with Don and Ellen Fisher. Jennifer sent an email invitation. Next New Member Coffee will be on August 7,

\* **Calling New Members.** Reed sent Jennifer a list of the 47 members who have joined (or renewed following a lapse in membership) between April 24 and May 22. Calls will be made to welcome them.

\* **Monthly Birthday Celebrations** all set up to start on September 30 at 1pm (thank you, Coleen E. and Mary!) The end-of-month celebration allows receptionists to invite that month's birthday people to the event when the receptionists make their "Happy Birthday" calls.

\* **Welcoming Letter** The committee edited a draft letter of a "Welcome to the Senior Center" intro letter. Staff will send out the letter within 3 days of a new member joining.

**Trips:** Coleen Edwards presented information on all the trips on her schedule. There is a print-out of all which are posted throughout the building. New event: Presentation on a river cruise in Holland on June 20<sup>th</sup>, 11:00 a.m. Date of the cruise is April or May, 2020, date tbd.

**Revised By-Laws** Mike led a discussion about the revised by laws that had previously been distributed to the BOD and a motion was made.

**Motion:** Genevieve moved that we accept the revised draft of the By Laws as presented. Ruth seconded and it was unanimously approved.

**For the Good of the Order:**

Mary showed the board a sample of the circle logos that will be used on the repackaged M&Ms for the 4th of July parade.

Ed asked to speak regarding non-monetary controls as they apply to the Thrift Shop. We currently do not capture the value of items as they are received as donations and ED does an end of year estimate that he considers to be very close. However, GAP practice says this is unacceptable. He asked for discussion about how to solve this issue. Discussion concluded that Reed may have contacts with other Senior Centers Treasurers that we can ask how they solve this accounting issue.

Ed also mentioned that he will need at least 20 minutes at the next Board meeting in July to give a more comprehensive report on our mid-year finances, the 990, and portfolio changes.

Genevieve announced that we are continuing to have lots of new members joining each week. Discussion mentioned The Farmer's Market booth and Selden & Cindy McGregor's visit to local area housing to promote younger member memberships.

There was additional discussion about Petanque and ways to promote it better.

Meeting adjourned at 10:15a.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Colleen Keilbart". The signature is written in black ink and is positioned above a horizontal line.

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Colleen Keilbart, Secretary