

## BISCC Board Meeting Minutes

April 8, 2020

Next Board Meeting: May 13, 2020 @ 9:00 am

**Call to Order:** Bill Luria called the meeting to order at 9:00 am

**Board Members Present by Google Meets Conference:** Ann Lovejoy, Gerry Worley, David Huether, Bill Luria, Ruth Flanagan, Colleen Keilbart, Mike Hotchkin, Selden Smith, Jack MacArthur

**Present by Telephone Conference:** Ed Bancroft, Mickey Guthrie, Jamie Mittet

**Others Present by Google Meets Conference:** Reed Price, Mary Gibbs

### Consent Agenda - Minutes

**Motion:** Mike moved to accept the March 2020 board meeting minutes as presented. Jamie seconded and it was unanimously approved.

Reed gave an update of things happening through BISC during the Covid-19 shutdown. Different groups are engaged in Video Conferencing and weekly emails. Some of those groups are Spanish and French, Meditation, the Writing Groups, Astrology, Evergreen Singers; approximately 12-20 members join the daily check-in. Besides Reed, Janet Brooks, Charlie King and Kimi Kinoshita have hosted the check-in; approximately 20 volunteers make weekly calls to check in on folks; members over the age of 80 receives calls weekly calls; birthday calls are continuing; Bainbridge Youth Services is assisting members with technical issues of getting on-line; Pat Morton is going to the center weekly to pay bills and write checks; Mary Gibbs goes to BISC several times a week to check on the mail; the answering machine is monitored remotely; Meals on Wheels comes on Thursdays to pass out frozen food for the week; Helen Heaslip records daily exercises anyone can sign up to receive; A mini version of the Splash (The "Splaslette") will be sent out next week with One Call For All envelopes enclosed.

**Grants:** Gerry reported grants pending are Kawabe for General Operations amount requested \$10K - Bainbridge Community Foundation for Inclusion/Diversity amount requested \$5K - Bethany Lutheran Church awarded \$1K for bus shopper trips - some non profit grantors considering releasing restrictions on grant dollars for unspent 2019 and possibly 2020 monies to be used as needed for COVID-19. Reporting requirements remain the same but identify the monies by purpose.

Mary Gibbs has identified about 110 members who have money "in the wallet" on My Senior Center. Calls will be made to those people to see if they would like to donate that money.

April 21 is the Kitsap Great Give and money raised through BISCC will go toward scholarships.

Larger donors will be contacted for a relaxed check in to see if people would like to donate to BISC at this time. Ruth suggested encouraging members to donate their stimulus check when they receive it.

Reed and Tijen are exploring opening the Thrift Store in May for a few hours with just Tijen running it. Ed said it would definitely be a benefit to BISC.

**Finance:** Attached is the "Virus Budget" ([Attached](#)) sent to all board members, which takes us through June 30. Ed anticipates about a \$50,000 deficit each quarter, but we should be fine, even if we had to close for an extended period. We have \$100,000 in an operating fund and \$180,000 liquidity in a cash ETrade account. ([Attached](#)) The Etrade account has declined 10%.

David explained the CARES ACT, signed into law in late March that includes a Paycheck Protection Program Loans. David and Gerry have gathered all the necessary documents to apply for the loan. Within the guidelines of the loan application we are eligible for \$34,500. There is a 1% interest rate which may be forgiven and converted to a grant if we continue to pay all employees through September. Local banks have been working to get their systems in order. All banks have caps. We are ready to apply for the loan as soon as Kitsap Bank has the ability to file the loan.

**Motion:** David moved the BOD approved the application of the Paycheck Protection Program Loan. Jamie Seconded. A discussion ensued and David amended the motion to include the dollar amount of \$34,500. Jamie seconded and it was unanimously approved.

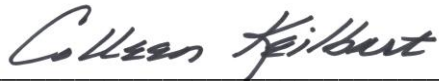
Programs will not resume in the near future and we will start slowly. The Talent Show scheduled for May 16 will be postponed until further notice.

BOD Conflict of Interest signatures are being collected as to stay in compliance with the 2019 990 which was recently filed.

Mike suggested we log in to MySeniorCenter and add our volunteer hours.

**Meeting adjourned at 9:50 a.m.**

**Respectfully Submitted**



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**Colleen Keilbart, Secretary**