

## **BISCC Board Meeting Minutes**

**August 12, 2020**

Next Board Meeting: September 9, 2020, 9:00 a.m. @ Zoom Conference

**Call to Order:** President Bill Luria called the meeting to order at 9:04 a.m.

**Board Members Present by Zoom Video Conference:** Ann Lovejoy, Gerry Worley, David Huether, Bill Luria, Ruth Flanagan, Colleen Keilbart, Mike Hotchkin, Selden Smith, Jack MacArthur, Kimi Kinoshita, Jamie Mittet, Mickey Guthrie

**Others Present by Zoom:** Mary Gibbs,

**Absent:** None

To honor our connection to the Suquamish Tribe, Kimi read a statement acknowledging that we are on the traditional land of the Coast Salish people.

### **Consent Agenda - Minutes**

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

### **Finance - Gerry and David**

Gerry presented the BISCC [Virus Budget July through October](#) financial report and the Board was provided the July month-end Investment Account report as well. The performance is on target for the month and year to date.

The committee has done a [forecast](#) for the balance of 2020 and year-end based upon the results for the first 7 months. If the Center continues to perform as we have to date we will finish the year with approximately \$407K of revenue and \$410K of expenditures with a net operating loss of approximately \$3K.

The Investment Fund ([E-Trade](#)) has performed well with a net increase in assets of \$57K as of August 12<sup>th</sup> over the original cost of the investments. The funds are invested with approximately 70% in equities and 30 % in treasury and bond funds. Ed Bancroft has provided great leadership and assistance in managing the updating and placement of fund investments as well as redrafting the policy under which the Finance Committee operates.

Per Board policy, the Board was presented with a new Monetary Management and Investment Policy, which would update and replace the current Investment Policy of the Board, which was originally adopted at the beginning of BISCC. The proposed new policy simplifies, provides clear guidelines for investments and updates the financial management of the assets of BISCC. The proposed policy addresses management of funds, the Operating and Reserve Funds, the Investment Fund and the Endowment Fund.

**Motion:** Colleen moved to adopt the revised Investment Policy to the Monetary Management and Investment Policy as presented by the Finance Committee. Ruth seconded and it was unanimously approved.

### **Bookkeeper's Replacement – Gerry**

The finance committee would like to have a replacement for Pat Morton in place by November. The BOD was advised if they have any recommendations to send them to Reed. The candidate must have a strong knowledge of QuickBooks. The finance committee members will assist Reed with the hiring decisions.

### **Homeless Incident – Mary**

Mary explained a situation that involved a homeless/mentally ill woman causing a disruption at the Senior Center. The situation has been resolved as the woman is no longer on the Island. The police were very helpful and they, as well as Mary, were the target of the woman's verbal abuse.

**Refresh Committee – Reed and Ann**

The Refresh Committee’s presentation at the council meeting last week was cut short and was not conclusive. The council members seem to favor looking at our proposal while the City Manager, Morgan Smith, voiced a long term “study” would be appropriate. The BOD felt that we should continue to lobby the individual council members. Gerry suggested that we must get it into the 6-year plan, even if the financial end of it is not resolved. The two-year grant we seek from COBI is for programs and the CIP do not conflict and both should be sought. We may need to revise our thinking of immediate needs as well as the dollar amount we are willing to provide. However, it again was voiced that the basic maintenance items of the building totaling \$121,500 should be the responsibility of COBI and not a shared expense. Reed will be in touch with both Chris Wierzbicki of Public Works and Ellen Shorer, the Deputy City Manager to see what of our list falls under the responsibility of the landlord and will be completed by their maintenance contracts.

Tonight is the beginning the Planning Commission’s study for recommendations of CIP.

**Board Procedures Update – Mike**

In our Strategic Plan we agreed to replace the outdated BPS 100. The Committee section will be a separate document from the Board of Directors Document. Both will be ready to adopt by the September 12, 2020 BOD meeting.

**Inclusion Study Group - Ann and Kimi**

There are now over 55 members of the Inclusion Study Group. High school students and teachers are working with us and alternating programing with us. We may possibly work with BIMA for diversity/inclusion programing.

**Sustainable Transportation Task Force – Ruth**

Ruth informed us that all residents of BI would be receiving a COBI brochure in the mail, which explains the Sustainable Transportation Task Force goals .The main goal is to reduce carbon emissions on Bainbridge Island by 90 % by 2045. Better bike routes, electric circulating buses, downtown for pedestrians only are things that have been suggested. Any suggestions send to Ruth.

**BISCC Status Report - Reed**

- We had 700 more community members participating in on-line programing in July compared to June.
- Donations arrive daily as the community continues to support the Senior Center.
- The Thrift Store is doing better than the forecasted \$300 a week.
- The Bainbridge Community Foundation will be highlighting senior non-profits on the Island between September 28 through October 9. We will have a 2-week virtual fund-raiser during that period. We will not be having anything inside due to Covid. Plans have begun. There will be daily emails for the two weeks at which time we would like to highlight members of the community.
- Reed will be looking into the cost of sending the Splash to all members of the senior community for both educational and promotional purposes.
- Foot Care continues at BISC
- Sara is working with the Outreach team to continue to make calls to our members.
- Mary, Sara and Reed have been making calls to people whose membership has lapsed to encourage renewals.
- It was suggested the Splash be sent to City Council members.

**For the Good of the Order:**

David advised 2.06%. First Federal is paying 2.06% on savings account, probably better than most institutions. .

**Adjourned as of 10:30 a.m.**

**Respectfully Submitted**

  
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Colleen Keilbart, Secretary