

**BISCC Board Meeting Minutes**  
**September 9, 2020**

Next Board Meeting: October 14, 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, Bill Luria, Ruth Flanagan, Colleen Keilbart, Mike Hotchkin, Selden Smith, Jack MacArthur, Kimi Kinoshita, Mickey Guthrie, and Jamie Mittet by phone.

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

**Absent:** David Huether

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

**Board Procedures Update - Mike.**

In order to update the BPS 100, Mike will deliver a package to the BOD prior to the October board meeting. The BOD will be asked to approve the package.

**Finance committee – Jack/Gerry**

- \* Jack went over the investment spread sheet provided to BOD. As of 8/31/2020 our investments total \$541,915. Due to market volatility since 8/31 some positions have been sold and we are holding a significant amount of cash.
- \* Gerry discussed the monthly estimated budget revised from September thru December provided to the BOD. We continue to weather the COVID downturn with sufficient available cash even though we are running a slight deficit each month. It forecasted that we will have approximately \$96,000 as of Dec. 31, 2020 and this amount will be available for 2021 operations not withstanding any unknown circumstances at this time. It does include approximately \$34,000 of the PPP loan that we will either receive forgiveness or begin paying back the loan with the 1% interest. The bank does not yet have guidelines available.
- \* The Finance Committee is looking at a more efficient way to get financial info to the board. More about that will be offered at a later date.

**C.O.B.I. Human Services Grant – Reed**

Reed explained that the Human Service Contract with C.O.B.I runs every two years, with the application process beginning in October. In the past we received \$90,000 or \$45,00 each year which Reed bills quarterly. C.O.B.I. has advised they will not have an application process this fall but will pay the same amount in 2021 that they paid in 2020. Going forward the application process for 2022 and 2023 will occur in October of 2021.

**Refresh Committee – Reed/Ann**

The Refresh committee asked the City to included our requests in their Capital Improvement Plan (CIP). We received notice that we were not included in their draft. After checking with some of the city staff and council people directly we found there is universal appreciation of the Senior Center. It is felt it would be easier for us to have a fundraising campaign to contribute to the overall refresh if our membership knew that the City was behind us. Last night the Council agreed to table our requests until October 11th. Bill, David, Ann and Reed will strategize how to best contact the council/staff, whether through it a letter writing campaign or some other way. The BOD and our general membership may be asked to participate in a PR campaign.

**Nominating Committee – Gerry**

The committee gathered at a Zoom meeting, identified 3 members who will be leaving and then identified possible candidates to fill their positions. Members Ann Lovejoy, Mickey Guthrie, Colleen Keilbart and Gerry have specific action items will be reporting back to Nominating committee within 2 weeks. Diversification will be explored by the committee. Filling specific needs on the board is paramount and will be examined prior to the recommendation for nominees to the BOD. Having a matrix of BOD qualifications would be beneficial.

**Inclusion Study Group – Ann/Kimi**

There are over 55 contacts on that list of people interested in joining the monthly or bimonthly zoom meetings. There is participation from the high school students and teachers who would like to participate as well as BIMA and the Historic Museum. The connection with the greater community and all age groups is heartening.

**Non-Profit Resilience Workshop- Gerry, Kimi/Reed**

The Bainbridge community Foundation is providing the best information available with regards to fundraising.

The Volunteer Director as well as members of the BOD have been asked to keep our eye out for someone with enthusiasm for fund raising and grant writing. To date it has been mainly Reed who is doing the fundraising. He would like to have a board member with such expertise to assist him.

**BISCC STATUS REPORT - Reed**

- \* For the last two years the performance by the Edge and the Jumbo Sale have been our main fundraising events. With Covid that has come to an end. This year between September 29-October 9 we will run an on-line fundraising campaign with the goal of raising \$10,000. Reed will be sending daily emails with videos, trivia, and activities the participants can join. The second week will be a daily sale of specialty items. There will be daily sponsors and hopefully matching funds.
- \* In August, 40 volunteers and approximately 2,500 people participated in activities. YouTube solicited 1,600 views with 79 subscribers. Those numbers made it clear that we will continue to publish programs.
- \* It looks as though the city will provide upgraded filters for different areas of the Senior Center.
- \* Increase in dollar amount for technology support is anticipated
- \* One Call for All will be highlighting the Senior Center with pictures during their PR campaign.
- \* Bainbridge Senior Living has asked Reed to participate in a video highlighting their facilities. Reed will act as a potential client by just asking questions and not endorsing Bainbridge Senior Living. He will have final approval of the video.

**NEW BUSINESS – None**

**Adjourned as of 10:17 a.m.**

**Respectfully Submitted**



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**Colleen Keilbart, Secretary**