

BISCC Board Meeting Minutes
June 8, 2022
Next Board meeting July 13, 2022

Call to Order: Vice President Gerry Worley called the meeting to order at 9:05 a.m.

Board Members Present: Gerry Worley, Barbara Ochota, Colleen Keilbart, Eleanor Weinel, Tressa Johnson, Kimi Kinoshita, and David Huether

Board Members participating on Zoom: Ann Lovejoy and Jamie Mittet

Absent: Bill Luria, Sheila Curwen, Tom Kilbane, and Mickey Guthrie (Ex-officio)

Others Present: Reed Price, Mary Gibbs, and Brenda Fantroy-Johnson for City report

SUQUAMISH ACKNOWLEDGEMENT – Jamie read the Suquamish Land Acknowledgement.

CONSENT AGENDA:

Motion: Eleanor moved to accept the May 2022 board meeting minutes. David seconded, and it was unanimously approved.

BOARD BRIEFING SESSION- Tressa– Reviewed Document and Retention Policy

BOARD ACTION ITEMS – No action item this month.

COBI/CITY COUNCIL REPORT – Highlights – (presented after BISCC Status Report) - Brenda

- City council passed a motion to allow the Planning Department to move forward with public comment on implementing the ordinance passed a few months ago allowing affordable housing on Bethany Lutheran property. Council will be examining the issue at future council meetings.
- Juneteenth, celebrating its first National holiday will be held locally on the 19th of June at the Senior Center and Waterfront Park. Food, and music will be from 1-3 pm
- David asked if the COBI was going to address homeowners' new assessments recently received from the County. Understanding that this is not a City issue but the extreme steep increase is going to affect many homeowners. There is a worry that seniors, in particular, will be negatively affected. Brenda will ask Blair if the City will have any involvement.

BISCC STATUS REPORT-Reed May Report:

- 1,568 current memberships.
- A little under 2,000 checked into My Senior Center for attendance; 160 volunteers
- Social media - Facebook and Instagram followers continues to grow. 323 followers on You tube. Paul Merriman's investment counseling continues to be the most viewed.
- There will be 8 BISCC volunteers are helping Rotary during curbside collection for the auction. Thrift Shop people will be culling through things for Waterfront Thrift at the end from items that don't sell.
- Line Dancing and S.A.I.L. are the two most attended activities at BISC. A new line dance teacher is on board to start in September. Colleen is working to have classes in July and August.
- AARP \$12,500 Grant was received. It will provide a 12-week test to transport seniors to the center for activities. If anyone knows of someone who would be interested in driving, BISCC will provide the CDL training necessary.
- Iris Eimon is retiring from being the director of Evergreen Singers. A new director is being sought.

- Tom McCloskey has agreed to co-promote the Bainbridge Liveable Community effort. Reed is part of the group that will be promoting it.
- Reed distributed a printed version of 3 items to be changed to the Facilities Use Agreement and Lease with the City. Important that we go to the City now, before the first check is written to the City for the refresh.
 - Extend the lease by 20 years, from 2051 to 2071.
 - Transfer ownership of the generator and tank to COBI, currently owned by BISCC
 - Remove outdated references in the current agreement that are no longer pertinent. (Park District, Smile Partners)
 - Seek a Memorandum of Understanding, outside the lease agreement, about long-term needs of seniors.

COMMITTEE REPORTS

Finances- David

- May financials sent to the BOD prior to the meeting.
 - Question: In regard to the income from the Thrift Shop: Why does the Thrift Shop close at 1:00 except on Friday? Reed presented an explanation.
 - **990-Tax return** has been sent. It is a public document reflecting activities and financial status of Non-profits. Previously distributed. Jacobsen and Jarvis did the return, 2nd year in a row. All done electronically.
- **Endowment Fund:**
MOTION David - The Finance Committee moves that the BOD authorize the Committee to establish the BISCC Endowment Fund. Upon recommendations from the Endowment Fund Committee and approved by the Finance Committee, said Endowment Fund investments may be self-directed by the Endowment Fund Committee with the support of the Finance Committee or, at some point in the future, if appropriate from a fiduciary perspective, a Fund Manager may be retained by the Endowment Fund Committee to Manage the Funds in the Endowment. Eleanor seconded, and it was unanimously approved.

FUND RAISING – Kimi – the committee has reconvened. Kimi is working closely with Mimi on the Fall/Winter Fund Raiser, the biggest one we have. They will be looking for people who can provide stories for the campaign. Kimi continues to look for a Committee Chair replacement.

EVENTS COMMITTEE – Colleen

- June 11, reservations required for Time and Tide Pizza and Beer Party. Limited seating
- July 4th – First rehearsal of PrimeTime Dances was June 4.
Upcoming rehearsals: June 11, 19, 26 & July 2.

Nominating-Gerry – Seeking BOD members who would be willing to serve as an officer. Advise Gerry or Colleen

Governance-Bill- No Report-

Marketing-Ann

Farmers market booth is on for June 25 and volunteer slots are filled

FOB Friday program is popular with local merchants as helping to encourage shopping locally

Resources-Sheila -Planning for the Resource Fair on September 24 is moving forward.

Advocacy- Bill – No Report

Facilities/Refresh - Eleanor

- The bid package is finished and will be advertised next week!
- The city has the following schedule for bidding:
 - Advertisement published – June 10
 - Substitution requests due – June 17
 - Sealed bids due – June 30 9:30 am
 - Bid Opening – June 30 10:00 am

With an acceptable bid, it will take a month for contracting so Mark Epstein, City Project Manager, for this project is planning to go to Council for approval on July 26th. If approved, he anticipates the contractor mobilizing early August.

Inclusion Study Group-Ann

Request to change name to IDEA study group to allow broader scope of topics
IDEA =Inclusion Diversity Equity and Ally/Advocate/Accessibility.

Queer Elders Family Group

Thanked at several events by BHS students for our support and encouragement and approached by Seattle GenPride organization interested in meeting with BISCC and QEFG members to learn more about our impressive programming model.

Emergency Preparedness - Reed. - Next Wed. Cascadia Rising will host a meeting Wednesday, June 15 at Island Center Hall that Reed will attend.

STRATEGIC PLANNING –Eleanor – No Report

BOARD NEW BUSINESS – Colleen advised the BOD of the link to Tom Kilbane’s award for the Spirit of Philanthropy.

<https://youtu.be/4UgKEgbWOe8>.

Congratulations to Tom for this very deserving award

ADJOURNMENT The meeting was adjourned at 10:15 a.m.

Respectfully Submitted,



Colleen Keilbart, Secretary

Bainbridge Island Senior Community Center
Budget vs. Actuals: Budget 2022 - FY22 P&L
 January - May, 2022

	May 2022				Total YTD May 31st			
	Actual	Budget	over Budget	% of Budget	Actual	Budget	over Budget	% of Budget
Income								
4000 Grants	2,000	2,500	-500	80%	2,750	12,500	-9,750	22%
4100 Donations	12,594	15,667	-3,073	80%	139,364	78,333	61,030	178%
4200 Membership Support	1,080	2,500	-1,420	43%	10,058	12,500	-2,442	80%
4300 Non-Monetary Support	650		650		650	0	650	
4340 COBI Rent Value	7,000	7,000	0	100%	35,000	35,000	0	100%
4350 COBI Contracted Services Agreement		3,917	-3,917	0%	11,750	19,583	-7,833	60%
4400 Program Revenues	3,389	1,333	2,055	254%	8,760	6,667	2,094	131%
4500 Thrift Shop Revenues	5,069	6,500	-1,431	78%	21,652	32,500	-10,848	67%
4600 Fundraising Events Income	4	667	-663	1%	1,368	3,333	-1,966	41%
4800 Investment Income	11,850	1,250	10,600	948%	-57,159	6,250	-63,409	-915%
Total Income	43,634	41,333	2,301	106%	174,193	206,667	-32,474	84%
Gross Profit	43,634	41,333	2,301	106%	174,193	206,667	-32,474	84%
Expenses								
5000 Compensation, Taxes and Benefits	14,497	22,233	-7,736	65%	74,665	111,167	-36,501	67%
5050 QSERA	600	508	92	118%	1,674	2,542	-868	66%
5100 Professional Services	5,150	2,092	3,058	246%	10,714	10,458	255	102%
5200 Office, Admin, Related Exp	3,380	2,783	596	121%	17,548	13,917	3,631	126%
5300 Insurance and Security		392	-392	0%	150	1,958	-1,808	8%
5400 Event and Fundraising Expenses	521	583	-62	89%	912	2,917	-2,005	31%
5500 Printing and Publishing	295	2,083	-1,789	14%	10,113	10,417	-304	97%
5600 Program Travel/Excursions	233	533	-300	44%	1,320	2,667	-1,347	50%
5700 Program Related Supplies	27	33	-6	81%	27	167	-140	16%
5800 Program Instruction/Facil/Educ	965	1,275	-310	76%	5,433	6,375	-942	85%
5890 Resource Network Services	141	2,250	-2,109	6%	6,730	11,250	-4,520	60%
5900 Other Membership and Volunteer								
Benefits	29	258	-229	11%	1,402	1,292	111	109%
5960 Fundraising Costs		217	-217	0%	1,580	1,083	497	146%
5980 Miscellaneous Expense		250	-250	0%	0	1,250	-1,250	0%
6100 COBI Rent Expense	7,000	7,000	0	100%	35,000	35,000	0	100%
6200 Depreciation	1,271	1,344	-73	95%	6,355	6,720	-365	95%
Total Expenses	34,108	43,836	-9,727	78%	173,622	219,178	-45,556	79%
Net Operating Income	9,526	-2,502	12,028	-381%	571	-12,512	13,082	-5%
Net Income	9,526	-2,502	12,028	-381%	571	-12,512	13,082	-5%

Friday, Jun 03, 2022 07:03:47 AM GMT-7 - Accrual Basis
 Un-Audited

Bainbridge Island Senior Community Center**Balance Sheet**

As of May 31, 2022

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash	265,224.78
Total Bank Accounts	\$ 265,224.78
Accounts Receivable	
Other Current Assets	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
1200 Current Receivables	1,200.00
12000 Undeposited Funds	0.00
1300 Prepaid Expenses	3,191.11
1350 Inventory	19,761.00
1380 Senior Center Renovations	50,000.00
Total Other Current Assets	\$ 74,152.11
Total Current Assets	\$ 339,376.89
Fixed Assets	
1500 Fixed Assets	251,909.66
Total Fixed Assets	\$ 251,909.66
Other Assets	
1400 Long-Term Investments	561,367.96
Receivable from Park District	0.00
Total Other Assets	\$ 561,367.96
TOTAL ASSETS	\$ 1,152,654.51
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$ 0.00
Credit Cards	
2000 Current Payables	3,267.87
Total Credit Cards	\$ 3,267.87
Other Current Liabilities	
2100*OE Payroll Tax Withheld and	
Due	335.16
2300 Other Current Liabilities	25,671.57
Total Other Current Liabilities	\$ 26,006.73
Total Current Liabilities	\$ 29,274.60
Long-Term Liabilities	
2400 Long Term Liabilities	0.00
2900 Suspense	0.00
Total Long-Term Liabilities	\$ 0.00
Total Liabilities	\$ 29,274.60
Equity	
32000 Retained Earnings	882,714.98
Opening Bal Equity	240,094.37
Net Income	570.56
Total Equity	\$ 1,123,379.91
TOTAL LIABILITIES AND EQUITY	\$ 1,152,654.51

Un-Audited

Friday, Jun 03, 2022 07:09:03 AM GMT-7 - Accrual Basis

BISCC Investment Fund Report**MONTH END May 2022**

Beginning Fund Value April 2019	\$ 487,436
Value Jan 1 2020	\$ 509,800
Starting Value Jan 1 2022	\$ 618,708
Ending Value 05/01/2022	\$ 549,518
Ending Value 05/31/2022	\$ 561,367
Month Net Increase or Decrease in Value	\$ 11,849
Month Net Increase or Decrease in Value %	2.16%
YTD Net Increase or Decrease in Value \$	\$ (57,341)
YTD Net Increase or Decrease in Value %	-9.3%
Total Increase	\$ 73,931

Investments Allocation

Stocks	58%
Bonds	18%
Energy	10%
Cash	14%
	100%