

**BISCC Board Meeting Minutes**  
**July 13, 2022**  
**Next Board meeting August 10, 2022**

Call to Order: President Bill Luria called the meeting to order at 9:03 a.m.

Board Members Present: Bill Luria, Gerry Worley, Ann Lovejoy, Barbara Ochota, Colleen Keilbart, Eleanor Weinel, Tressa Johnson, Sheila Curwen, Kimi Kinoshita, and Jamie Mittet (Zoom),  
Others Present: Reed Price (Zoom), Mary Gibbs  
Absent: Tom Kilbane, David Huether

**SUQUAMISH ACKNOWLEDGEMENT** – Eleanor read the Suquamish Land Acknowledgement.

**CONSENT AGENDA:**

**Motion:** Ann moved to accept the June 2022 board meeting minutes. Eleanor seconded, and it was unanimously approved.

**LEASE WITH COBI - Gerry**

Gerry explained the items to be changed to the current lease.

**MOTION:** Colleen moved that the board approve going forward with a new lease of the building to include the following changes: Add 20 years to the existing lease; request 20% of rental income; transfer ownership of generator to the COBI; update to remove outdated language. Sheila seconded and it was unanimously approved.

**BISCC STATUS REPORT-Reed June Report:**

Activities.

- 1614 current memberships.
- Total event sign-ins just under 1800. Down a little from May.
- 153 volunteer check-ins.
- Social media - Engagement in YouTube is growing, 1459 views, 338 subscribers; the second most watched video was Helen's July 4<sup>th</sup> routine to "Celebration". Facebook has 150 people on our private Facebook group. Kimi was thanked for all the posting of photos for that group.
- July 8<sup>th</sup> was the first Friday Line Dancing. Colleen was thanked. Additional classes in movement are being explored.
- BISC received a \$10,000 grant from AARP for private shuttle service for seniors with IVC as a partner, for senior transportation needs. Some of that grant will be used to pay for training of bus drivers. A three week, half day, training may be a deterrent but Reed asked for the BOD to get the word out.
- Covid: BISC will continue with the current policy of masks not required but certainly acceptable. One booster will be still be required.
- July 4<sup>th</sup> was a success at both the booth and the parade.

**COMMITTEE REPORTS**

**FINANCES-** Gerry for David

Financials (attached) were sent to the board prior to the meeting. There were no questions.

Still planning on proving \$25,000 to the endowment. There will be more on that when the time comes.

Highlights of the attached documents are:

1. Profit & Loss Statement

a. Income:

- i. Cash revenues are slightly ahead of budget for the month
- ii. The Thrift shop was \$2,000 over budget for the month, demonstrating its wonderful ability to recover from the impact of Covid, thanks to Tijen and her great team.
- iii. Investment Income is negative for the month and YTD due to the Equities market. One continues to need to have patience and the constitution of a Belgian draft horse!

b. Expenses

- i. Both the month of June and YTD the center is running under budget with no significant variations
- ii. Program instruction is higher than budget for the month due to catching up on billings and payments for the PT services as they were not billing the Center on a monthly basis. YTD we are slightly over budget in this category however the Center is much busier than we thought it might be when doing the budget for the year, therefore, the higher Program servicing expense.

c. Net Income

- i. Adjusted for the 'paper' reduction in value of the Investment Fund, Net Income is:
  - 1. June a loss of \$11K
  - 2. YTD a Profit of \$33.2K

d. Overall the work of the Team is very positive from a financial perspective.

2. Balance Sheet – significant items of note

c. Assets

- i. Cash in the bank is \$253K

b. Liabilities

- i. No significant change

c. When the Balance Sheet is viewed with the Statement of Cash Flows through 6/30 which is positive \$57K, the Center continues to be in a good financial position.

3. Investment Fund

c. Current balance is \$518.9K

We have money for the refresh, depending on what the City recommends.

**FUNDRAISING – Kimi**

Next meeting August 9 at 1:00 pm. Anybody is welcome to attend.

**EVENTS COMMITTEE – Colleen**

- Planning for Saturday, August 13, Barbecue. No charge, donation only. The Events committee feels this will be a well-attended event and hopes all board members will be there.

**NOMINATING-Gerry –**

- Seeking BOD members who would be willing to serve as an officer. Advise Gerry or Colleen.
- Reed suggested identifying people in the community who they think might serve on the board. Gerry and Colleen will follow-up.

**GOVERNANCE-Bill- No Report-**

**MARKETING/MEMBERSHIP-Ann**

- Karen King is stepping down in December and they will need a chair.
- June's Farmer's Market event was very popular, with over a dozen people wanting memberships. Same high interest with Juneteenth and 4th of July booths; giveaways popular, esp. magnifiers, licorice, M&Ms & Geezer Freezer.
- Volunteers calling people with expired memberships find most people just got out of the habit of coming because of Covid19 and plan to return. It was suggested that a Call Party be organized in early March for renewals so call back number is the Center's (many people don't return calls to unknown numbers) and renewal lasts longer. Many people still don't understand that membership runs from 1/1-12/31 so all reminders should include that info.
- Kimi K provided great pix for Facebook page. It was also suggested that Photo Club members be invited to record events so we have great images to use in the Splash! and for marketing purposes.
- Since FOB Friday is as much about keeping local/downtown small businesses alive and available to seniors who don't drive, it was requested that a tag line such as 'Fob Friday supports local businesses' be included in each Splash! issue.

**RESOURCES- Tressa – Fall Resource Fair is actively being planned****ADVOCACY- Bill –**

Suggested that we pass on having candidates for the primary and wait until the general election. The board agreed

**FACILITIES/REFRESH - Eleanor**

Bids were opened on June 30th with only one bid received and that was 98% above the estimate. (The estimate was \$398,000 and the base bid (without any alternates) was \$755,000. They will ask Council to reject the bid because there was only one and it was so high Mark sees three options at this point:

- Hold the project and re-bid it later
- Find more money
- Adjust design and re-bid.

The next step for the city is to discuss with Coates possible alterations to the plans to reduce the cost. They will consult with us about the project when they have done this. Reed would like to see creative ideas from Coates and the City come up with options.

**IDEA-Ann**

- Adding a few new folks each month, but noting a drop off in zoom program participation (despite warm interest from those who do attend). Ann has been meeting with equity groups and folks at BIMA (who have noted similar patterns) to explore ways to re-engage community interest. According to Ann's informal poll, factors for lower attendance include other summer activities, better weather, "zoom fatigue" and "equity fatigue." To reignite interest, we'll be returning to our Suquamish neighbors for more glimpses into Tribal foraging and food traditions, look into Native American spiritual traditions, and see what great community building the Tribe is doing with the income from the casino, fishing, etc.
- We'll also organize some in person events, including a Filipino History Tour of Bainbridge with a program and meal at the Filipino Hall, and develop a My Grandmother's Kitchen series inviting people to reminisce about tastes of home. We're also planning book groups that could be multigenerational, such as A Native American History of The United States; Braiding Sweetgrass by Robin Wall Kimmerer; and Sacred Instruction by Sherri Mitchell of the Land Peace Foundation.

**EMERGENCY PREPAREDNESS** - Reed. No update.

**STRATEGIC PLANNING** –Eleanor, No update.

**LIVABLE COMMUNITIES** – Reed

The next step is to form a “Core” group to advance the Livable Communities agenda.

**BOARD NEW BUSINESS** –

- Mary- August 6<sup>th</sup> is the Jumble Sale. Need furniture. Get in touch with Tijen if you or neighbors have furniture to donate.
- Bill-People have been commenting how nice the front garden looks. Congratulations to Ann.

**ADJOURNMENT** - The meeting was adjourned at 9 50 a.m.

Respectfully Submitted,

  
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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
<b>Income</b>								
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%
<b>Total Income</b>	<b>43,634</b>	<b>41,333</b>	<b>2,301</b>	<b>106%</b>	<b>174,193</b>	<b>206,667</b>	<b>-32,474</b>	<b>84%</b>
<b>Gross Profit</b>	<b>43,634</b>	<b>41,333</b>	<b>2,301</b>	<b>106%</b>	<b>174,193</b>	<b>206,667</b>	<b>-32,474</b>	<b>84%</b>
<b>Expenses</b>								
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								
<b>Benefits</b>	<b>29</b>	<b>258</b>	<b>-229</b>	<b>11%</b>	<b>1,402</b>	<b>1,292</b>	<b>111</b>	<b>109%</b>
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%
<b>Total Expenses</b>	<b>34,108</b>	<b>43,836</b>	<b>-9,727</b>	<b>78%</b>	<b>173,622</b>	<b>219,178</b>	<b>-45,556</b>	<b>79%</b>
<b>Net Operating Income</b>	<b>9,526</b>	<b>-2,502</b>	<b>12,028</b>	<b>-381%</b>	<b>571</b>	<b>-12,512</b>	<b>13,082</b>	<b>-5%</b>
<b>Net Income</b>	<b>9,526</b>	<b>-2,502</b>	<b>12,028</b>	<b>-381%</b>	<b>571</b>	<b>-12,512</b>	<b>13,082</b>	<b>-5%</b>

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>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Bank Accounts</b>	
1000 Cash	265,224.78
<b>Total Bank Accounts</b>	<b>\$ 265,224.78</b>
<b>Accounts Receivable</b>	
Other Current Assets	0.00
<b>Total Accounts Receivable</b>	<b>\$ 0.00</b>
<b>Other Current Assets</b>	
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
<b>Total Other Current Assets</b>	<b>\$ 74,152.11</b>
<b>Total Current Assets</b>	<b>\$ 339,376.89</b>
<b>Fixed Assets</b>	
1500 Fixed Assets	251,909.66
<b>Total Fixed Assets</b>	<b>\$ 251,909.66</b>
<b>Other Assets</b>	
1400 Long-Term Investments	561,367.96
Receivable from Park District	0.00
<b>Total Other Assets</b>	<b>\$ 561,367.96</b>
<b>TOTAL ASSETS</b>	<b>\$ 1,152,654.51</b>
<b>LIABILITIES AND EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
Accounts Payable	0.00
<b>Total Accounts Payable</b>	<b>\$ 0.00</b>
<b>Credit Cards</b>	
2000 Current Payables	3,267.87
<b>Total Credit Cards</b>	<b>\$ 3,267.87</b>
<b>Other Current Liabilities</b>	
2100*OE Payroll Tax Withheld and	
Due	335.16
2300 Other Current Liabilities	25,671.57
<b>Total Other Current Liabilities</b>	<b>\$ 26,006.73</b>
<b>Total Current Liabilities</b>	<b>\$ 29,274.60</b>
<b>Long-Term Liabilities</b>	
2400 Long Term Liabilities	0.00
2900 Suspense	0.00
<b>Total Long-Term Liabilities</b>	<b>\$ 0.00</b>
<b>Total Liabilities</b>	<b>\$ 29,274.60</b>
<b>Equity</b>	
32000 Retained Earnings	882,714.98
Opening Bal Equity	240,094.37
Net Income	570.56
<b>Total Equity</b>	<b>\$ 1,123,379.91</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 1,152,654.51</b>

Un-Audited

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

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

<b>Beginning Fund Value April 2019</b>	\$ 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%