

**BISCC Board Meeting Minutes**  
**October 12, 2022**  
**Next Board meeting November 9, 2022**

Call to Order: President Bill Luria called the meeting to order at 9:00 a.m.

Board Members Present: Bill Luria, Gerry Worley, Ann Lovejoy, Barbara Ochota, Colleen Keilbart, Eleanor Weinel (Zoom) Tressa Johnson, Kimi Kinoshita, Sheila Curwen, David Huether, Mickey Guthrie, ex officio, Lena Wilson.

Others Present: Reed Price, Mary Gibbs, Brenda Fantroy-Johnson (Zoom)

Absent: Jamie Mittet, Gerry Worley

The President welcomed Lena Wilson to the meeting.

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

**CONSENT AGENDA:**

**Motion:** Sheila moved to accept the September 2022 board meeting minutes. David seconded, and it was unanimously approved.

**COBI/CITY COUNCIL REPORT** – Brenda Fantroy-Johnson

Kitsap Strong event October 27,28. Open invitation for all to attend.

The Community Reads program, STAMPED, has been approved. Still under consideration is how it will be rolled out to the community. book reading the book to understand our neighbors. How to roll it out into the community.

Public Ordinance 2022-0, to Increase density for religious organizations was a big topic at the public input at last night's meeting. The council decided on one more meeting on October 25, at which time the council will take action.

The City budget was reviewed. Final hearing date Nov. 8<sup>th</sup>. The budget contains money for an Equity officer responsible for creating ADA disability plan as well being a liaison with the Equity Committee.

The City has entered into an agreement to create the Winslow Sub Area Plan and has hired LMN Architects to create a report. Brenda will look into citizen's input as BISC would like to be involved. We will also be working with HRB on the long-term site planning.

**FORMAL BOARD ACTION ITEM-**

**Motion:** Colleen moved that the board accept the Nominating Committee's recommendation that Lena Wilson fill Tom Kilbane's remaining term, through 2023. Barbara seconded and it was unanimously approved.

**BOARD BRIEFING SESSION** – David – Monetary Management and Investment Policy  
David gave a brief recap of the policy.

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

- Current membership 1707, up 38 from August
- Facebook has 636 followers
- Instagram has 517 followers
- YouTube has 1,400 views, 12 new subscribers. Paul Merriman's Investing for Seniors, was again the most popular. Jeff Groman's discussion of electric bikes, trikes and scooters (113), and Barbara Lawrence's Suquamish Museum history (58), Tressa joined us in March to discuss KRL's Curiosity Stream video service that got 49 views last month bringing it to 244 since it was published.
- In September sign-ins was 2195, 243 up relative to August.

**REFRESH/LONG-TERM SITE DEVELOPMENT- Reed**

Reed presented the BOD with the following synopsis of a plan that would possibly supersede the current Refresh status.

**Bainbridge Island Senior/Community Center: Focus on Facility**

- ✚ Our “refresh” effort (designed to make the Center more accessible, update paint and flooring), grew into a remodel on the Center’s existing footprint.
- ✚ We envisioned opening up the East Wing, enlarging the thrift store, and improving the entry, and doing needed building maintenance (roof, flooring) at a cost of just under \$500,000, with \$160,000 coming from the Center.
- ✚ The single bid came back double our estimate, and we talked with the City about downsizing our request—basically cutting out the opening up of the East Wing. But when we look at spending \$500,000 for that work it seems on reflection like paying too much for too little.

A little “Back-to-the-Future” research has us reviewing the 2007 effort to envision long-term facility needs for the Senior/Community Center.

This feasibility study, conducted by the Seattle firm A|R|C Architects and engaging a wide range of community leaders (including Tom Kilbane, Jeannette Franks, and Reid Hansen) developed several models for a two-story facility open for community, with a focus on senior citizens.

Among the highlights—a need for more flexible spaces for exercise, games, education, related services (such as adult day care and transportation coordination), travel coordination, a thrift store, a commercial kitchen and small café or coffee shop (in addition to current weekday meals).

Further, this project could be expanded with Housing Resources Bainbridge and others to include senior-focused housing—a related urgent need identified on the island.

We propose:

- ✚ Proceed with urgent maintenance on the current facility (E. Wing roof, Accessible Rest Room entry, hearing loop in Huney Hall), funded by the City.
- ✚ Proceed with simple cosmetic refresh: repair E. Conf Room ceiling and replace carpet squares, minor painting), funded by BISCC
- ✚ Move to a rebuild an expansion of the Center as a senior/community resource with co-located senior housing
  - Work with HRB / BRIDGE Housing to propose a public/private partnership to develop and a two-story senior/community center and senior housing on the current site, aided by an architectural consultant.

A lengthy discussion was held as to the choice of moving forward with the existing plans before the City for the Refresh of the Center or looking at a long-term plan for the future.

**Motion:** David moved that the Senior Center recommend to the City to suspend all activity regarding the Refresh of the BISCC facility for a period of 60 days that would include architect drawings and bid recommendations. Sheila seconded and it was unanimously approved.

Bill and Reed will continue to work with Charlie Wenzlau, Architect, Housing Resources Bainbridge, and the City to see if it appears to be feasible going forward.

## COMMITTEE REPORTS

### FINANCES- David

- Balance Sheet
  - Assets:
    - Cash continues to be in good shape at \$264K
    - Long Term Investments now includes \$125K in Endowment Funds with the formal establishment of the Endowment Fund investment account at E\*Trade. The general market took a significant negative hit during the last two weeks of September which is reflected in the total balance of \$628K a reduction in the value of our Investment Fund to \$503K (\$519 today).
  - Liabilities
    - No significant changes
- Profit & Loss
  - Income
    - Donations and Grants were under budget for the month and significantly over budget for the YTD
    - The Investment fund had a \$41K reduction in value for the month as reflected above. Patience may be a virtue however always tough to have it in a wildly fluctuating market.
    - Program and Thrift Shop revenues are ahead of budget for the month and ahead of or right at the budget target YTD. Tijen and her team continue to do an outstanding job in driving product movement through the Thrift shop!
  - Expenses
    - Overall the expenses for the month are right on budget. We did have a catch up on Travel expenses that is accounted for in the annual insurance fee for the Bus was paid in September and we paid for the qualifying training of another needed bus driver.
    - Net for expenses, we are under budget by \$61K YTD.
  - Net **Operating** Income
    - September negative income is \$62K principally due to the investment fund performance.
    - YTD we stand at negative \$31K vs budget of negative \$22K
  - Total Net Income
    - Net Income of \$62K vs budget of \$64K
    - Net YTD Income is \$83k VS Budget of \$116K
- Cash Flows YTD
  - Net cash increase for the year to date is \$76K

Budget planning for 2023 has begun and we will be asking committee chairs to contribute to the process.

### **FUNDRAISING – Kimi**

Fall Giving Campaign: *BISCC: A Safe Place to Be and Become* begins November 29. Details and timelines have been worked out.

- Planning for Major Donor Cocktail Party: Nov 6, 4-5:30 pm
- The goal for the campaign is \$100,000
- 6 stories have been recorded.
- Bob Leik will create the thermometer for a visual in the reception hall.
- Coordinating with the Splash.
- David writing an article regarding the IRS donation.
- Thanks to Mimi for taking on many of the fundraising chair duties.
- Official start November 10.

### **EVENTS COMMITTEE – Colleen**

Planning for Halloween Potluck, costume contest with 1<sup>st</sup> place and 2<sup>nd</sup> place prize. October 30, from 3-5:00 pm. Karen King will MC!

### **NOMINATING – Colleen for Gerry**

- There are four board members whose terms are over at the end 2022. Gerry, David, and Kimi will be running for a second term. The nominating committee is currently vetting people and will have a recommendation for the BOD, hopefully by the end of the year.
- Any board members willing to serve on the small nominating committee would be welcome. It basically only involves “interviewing” potential board members.

### **GOVERNANCE - Bill - no report**

### **MARKETING/MEMBERSHIP - Ann**

Barbara and Ann are now co-chair. Karen has stepped down and wants to

- Splash: Dec 5th deadline for January/February edition. 4 more pages.
- The Edge Improv at BISCC sold out and netted \$2,500. Feedback: good PR
- Resource fair 30 booths. Great to have physical things in place.
- Final Farmer’s Market. Saturday, October 29; continue the program.
- Fob Friday....L’Atier Chocolates will be the Nov/Dec Fob Friday featured retailer.

#### **Membership:**

- New Member letter will be rewritten.
- Monthly coffee talks for new members begin in January, scheduled for First Fridays and including a Fob Friday walkabout when possible.
- Campaign to extend new memberships from October on to run through December 2023 is very popular and successful.

### **RESOURCES- Tressa –**

The committee meeting this month was going over details of the Resource Fair, what worked and didn’t. It was suggested the committee talk to each of the vendors for their feedback.

### **ADVOCACY- Bill – No report**

**FACILITIES/REFRESH** - Eleanor

When the project started it was called “Refresh”. When we proposed moving walls, etc. it moved into “Renovation” and now we are looking at “Rebuild”.

**IDEA**-Ann

STTA (Something to Talk About) zoom programs

Past events that are all on YouTube

- Sept 12- Interview with Kim Hendrickson, Poulsbo Housing, Health & Human Resources Director on Fire CARES program benefits available to BI seniors.
- Sept 19 - Bikes, Trikes, Yikes! With Jeff Groman, owner of Classic Cycles- electric bikes.
- Sept 26 Becoming Elders, Panel & Conversation-
- Oct 8- Indipino Island Farm Tour & Lunch at Fil-Am Hall
- Oct 10 Indigenous Peoples’ Day
- Oct 24- Panel - Compassionate Listening/Working For Peace
- Nov 11 - Panel- Veterans’ Stories
- November 14 -Cemeteries of Bainbridge

Queer Elders Family Group September 2022

- Reconnecting with high school students and teachers to consider possible future joint projects.
- Oct 29., 6-9 pm - Hosting a Queer Bingo fundraiser for the Bill McKnight Legacy Scholarship for Kitsap LGBTQ students in Arts & Humanities. \$20 door fee includes bingo cards. Costume contest, family friendly, non-alcohol event
- Resource Fair Table with Transfriending Support Group
- Climate Cafe at Eagle Harbor Church (non-BISCC event)
- November 5, 2-4 pm. Free event- Cultural Ways Of Dealing With Death
- STTA Panel, Monday October 14 11:30 am

**EMERGENCY PREPAREDNESS** –Reed.

- Met with Judy and John McKenzie suggested we need to hire a professional to work with strategic plan next year
- Oct 21 Noon to 2 flu shot. IVC managing registration. Flu clinic first. Senior level vaccine

**STRATEGIC PLANNING** – Bill- No report**LIVABLE COMMUNITIES** -Reed

The core group involved in Livable Communities had a productive meeting with Bob Johansen, a distinguished fellow with the Institute for the Future who talked about the challenges of being very clear about mission of Livable Communities. Tom McCloskey and Reed will meet with Blair upon his return from vacation this month to discuss the City’s willingness to be a partner in the Livable Communities’ mission.

**BOARD NEW BUSINESS –**


Barbara offered thanks to Mary and Reed for working with her to provide new containers and signage for trash, recycle and composting.

David – The Finance committee is beginning the 2023 budget process. Committee chairs were asked to think through their financial needs for the coming year.

Kimi acknowledged that bringing up a couple of “to do” items at last month’s BOD meeting resulted in those things being accomplished.

**ADJOURNMENT** - The meeting was adjourned at 10:25. a.m.

**Respectfully Submitted,**

A handwritten signature in black ink, reading "Colleen Keilbart", written over a horizontal line.

Colleen Keilbart, Secretary

**Bainbridge Island Senior Community Center**  
**Balance Sheet**  
As of September 30, 2022

	Total
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Cash	264,057.28
Total Bank Accounts	\$ 264,057.28
Accounts Receivable	
Other Current Assets	0.00
Total Accounts Receivable	\$ 0.00
Other Current Assets	
1200 Current Receivables	13,450.00
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	\$ 86,402.11
Total Current Assets	\$ 350,459.39
Fixed Assets	
1500 Fixed Assets	246,825.66
Total Fixed Assets	\$ 246,825.66
Other Assets	
1400 Long-Term Investments	628,495.80
Receivable from Park District	0.00
Total Other Assets	\$ 628,495.80
<b>TOTAL ASSETS</b>	<b>\$ 1,225,780.85</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	0.00
Total Accounts Payable	\$ 0.00
Credit Cards	
2000 Current Payables	1,469.34
Total Credit Cards	\$ 1,469.34
Other Current Liabilities	
2100*OE Payroll Tax Withheld and Due	529.37
2300 Other Current Liabilities	-13,230.85
Total Other Current Liabilities	-\$ 12,701.48
Total Current Liabilities	-\$ 11,232.14
Long-Term Liabilities	
2400 Long Term Liabilities	0.00
2900 Suspense	0.00
Total Long-Term Liabilities	\$ 0.00
Total Liabilities	-\$ 11,232.14
Equity	
32000 Retained Earnings	903,210.96
Opening Bal Equity	240,094.37
Net Income	93,707.66
Total Equity	\$ 1,237,012.99
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 1,225,780.85</b>

Saturday, Oct 08, 2022 09:45:20 AM GMT-7 - Accrual Basis

**BISCC Investment Fund Report****MONTH END September 30 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 09/30/2022	\$ 503,496
Ending Value 08/31/2022	\$ 551,460
Month Net Increase or Decrease in Value	\$ (47,964)
Month Net Increase or Decrease in Value %	-9.53%
YTD Net Increase or Decrease in Value \$	\$ (67,248)
YTD Net Increase or Decrease in Value %	-10.9%
Total Increase	\$ 16,060

**Investments Allocation**

Stocks	56%
Bonds	18%
Energy	11%
Cash	15%
	100%



**Bainbridge Island Senior Community Center**  
**Statement of Cash Flows**  
January - September, 2022

	<u>Total</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	93,707.66
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1210 Current Receivables:Receivable - Grants	250.00
1410 Long-Term Investments:E*Trade Securities	115,213.20
1415 Long-Term Investments:Endowment #5358-6085	-125,000.00
2011 Current Payables:Union Bank CC - Mary	-529.56
2012 Current Payables:Union Bank CC - Reed	-195.55
2013 Current Payables:Union Bank CC - Mickey	27.37
2110 Payroll Tax Withheld and Due:Federal Income Tax	0.00
2120 Payroll Tax Withheld and Due:Social Security/Medicare	372.62
2125 Payroll Tax Withheld and Due:WA Long Term Care Insurance	85.00
2310 Other Current Liabilities:Sales Tax Payable	295.96
2330 Other Current Liabilities:Fees Paid in Advance	1,370.50
2335 Other Current Liabilities:Trip Deposits	-750.00
2340 Other Current Liabilities:Prepaid Membership Dues	-20,495.98
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	<u>-\$ 29,356.44</u>
Net cash provided by operating activities	<u>\$ 64,351.22</u>
<b>INVESTING ACTIVITIES</b>	
1660 Fixed Assets:Accumulated Depreciation	11,439.00
Net cash provided by investing activities	<u>\$ 11,439.00</u>
Net cash increase for period	<u>\$ 75,790.22</u>
Cash at beginning of period	188,267.06
Cash at end of period	<u>\$ 264,057.28</u>

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