

**BISCC Board Meeting Minutes**  
November 9, 2022  
Next Board meeting December 14 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, (Zoom), Barbara Ochota, Colleen Keilbart (Zoom), Eleanor Weinel (Zoom) Tressa Johnson (Zoom), Kimi Kinoshita, Sheila Curwen, David Huether, Lena Wilson (Zoom) Jamie Mittet (Zoom), Gerry Worley  
Others Present: Reed Price, Mary Gibbs, Brenda Fantroy-Johnson (Zoom)  
Absent: None

**SUQUAMISH ACKNOWLEDGEMENT** –Kimi read a proclamation of Indigenous Day from the White House in 2021, then read the Suquamish Land Acknowledgement.

**CONSENT AGENDA:**

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

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

Brenda gave a run-down of last night's COBI Council meeting. Highlights include:

- Approved two proclamations: 1) Nov 11 Veterans' Day; The week of Nov 13 Transgender Awareness Week
- Approved the biannual budget.
- Adopted the new redistricting from the census information. Now each sector is at the required 33%. Redistricting is a requirement every 10 years when the census is taken.
- A Community Survey revealed the community is overwhelmingly in favor of senior affordable housing.
- Under discussion at the meeting was a proposal of 100% affordable housing for the land at the old police station on Hwy 305 and Winslow Way. The council directed the City Manager to continue to gather information with the council's direction and look into purchasing the adjacent "notch of land" to make building more feasible.

**FORMAL BOARD ACTION ITEM-** No actions required

**BOARD BRIEFING SESSION** —Barbara Ochota

Barbara gave a brief recap of the Directors Duties Policy.

**REFRESH/LONG TERM SITE DEVELOPMENT**

The Senior Center is pursuing an ambitious goal of using the plans of 2007-2008 for a Senior Center expansion. The Housing Resource Director, City Manager, Deputy City Manager and Reed met to discuss the possible Senior Center Expansion and Senior Housing. There appears to be great enthusiasm to move forward. Reed has asked Charlie to do a rough sketch of possibilities to include programs, increasing exercise and community rooms, possible outdoor space and a commercial kitchen and expanded Thrift Store to name a few. Charlie thought he could get back to Reed in a week or so. It is important to keep in mind that the board wants the main goal to be the Senior Center expansion for programs and activities.

**BISCC STATUS REPORT-Reed****October Activities Report:**

- Current Membership: 1,753, up 50 since last month
- 557 have renewed 2023 membership
- Activity Signups: 2323
- Facebook followers: 635
- YouTube followers: 1,629. #1 -David Harrison Politics; #2-Paul Merriman's Investing for Seniors; #3-Barbarba Lawrence Indigenous People's Day.
- We did not get the PSE grant for converting the bus to hybrid, but will approach Rotary for a grant.
- Will ask BCF for a grant to hire an expert in strategic planning for next year's BOD retreat.

**COMMITTEE REPORTS****FINANCE- David**

- Profit & Loss
  - Income
    - Donations and Membership support were a bit down for the month however we continue to be significantly ahead of budget on a YTD basis
    - The COBI contracted services revenue was significantly above the budget due to the quarterly receipt of funds from COBI.
    - Thrift shop revenues are now ahead of budget for both the month and YTD. Such a great job being done by Tijen and her team!!
    - The Investment Fund increased in value during October due to the market fluctuations. Remember that this is a "non-cash" item in that we invest for long term growth but are required to report monthly on the actual values and so in a highly nervous market, we experience the kind fluctuations we have seen this year.
    - Total Income is ahead of plan for the month and the year when adjusted for the Investment value fluctuation. The YTD Total Income without Investment Fund adjustments is \$467K vs budget of \$413K
  - Expenses
    - Compensation expense continues to run under budget due to not having filled the open position with a full-time person.
    - There are no other remarkable items in Expenses.
  - Net Operating Income
    - Is a small amount \$6K for the month and \$68K under budget YTD.
  - The \$125K in Total Other Income is from the donation made to the Endowment Fund.
- Balance Sheet
  - Cash continues to be in a strong position to support and sustain the operation of BISCC
  - There are no significant or remarkable items to call out in Liabilities
- Statement of Cash Flows
  - Cash has increased by approximately \$86 K so far this year.
- Investment Fund
  - The market shifted in our favor for the fund with it increasing in value to \$530.7K at the end of the month. Remember that prior performance is no guarantee of future performance.

**PROPOSED BUDGET** for 2023 was previously sent to BOD. David went over the details to prepare the board for passing the proposed budget at the December BOD meeting. If there are questions during the month they should be directed to David or any members of the Finance Committee.

**FUNDRAISING** – Kimi

Last Sunday the Fall/Winter fundraising was launched at a successful Major Donor's party. Kimi thanks all involved. To date approximately \$40,000 has been received or pledged. Envelopes were distributed to allow the BOD to make their pledges to be paid at the end of the year.

**EVENTS COMMITTEE** – Colleen

No parties in November as the committee spends hours decorating the Center. December Holiday "Open House" is from 3:30-5:00 p.m. with the tour of Holiday Lights for those who sign up. The Evergreen Singers will lead a sing-along with holiday songs.

**NOMINATING** – Gerry.

One more person needs to be identified to serve a three-year term for the BOD.

**GOVERNANCE** - Bill - no report

**MARKETING/MEMBERSHIP** - Ann

- Splash: Committee members encouraged to write brief articles about committee work, how the BISCC Board works, etc. Mimi also requests jokes, puzzles, cartoons.
- Membership: Barbara and Ann updated letter for new members, including info on monthly coffee talks for new members in January, scheduled for First Fridays and including a Fob Friday walkabout when possible. Campaign to extend new autumn memberships through December 2023 very popular and successful. Between 25-30+ new members each month.
- Reconsidering which months to participate in the Farmer's Market in 2023.
- Queer Bingo Sat Oct 29 overwhelming success, sold out and many people turned away for lack of room. Benefit netted over \$5K for scholarships for queer community students and those with learning disabilities. Posters, Splash, Facebook page and website outreach very successful.
- Halloween Party well attended: Splash, Website and Facebook outreach.
- Fob Friday, communications problems with featured retailer, KK will have backup in future.

**RESOURCES**- No report

**ADVOCACY**- Bill – No report

**FACILITIES/REFRESH** - Eleanor

Reed presented the plan as outlined above. Even though we have put aside the major renovation, Mary and Reed sent a note to Ellen Schroer stating that there are still critical areas that we would like the City to update including accessible restroom doors, lighting and a hearing loop in Huney hall, replacing the front and back doors, re-keying the building, exterior lights at front entrance, repair sheetrock in east conference room.

**IDEA** -Inclusion, Diversity, Equity, Accessibility - Ann

- Indipino Farm Tour with Pete and Gilda Corpuz, event sold out, wonderful visit to Akio Suyumatsu's farm now run by Karen Selfers, excellent program and lunch at Fil-Am Hall.
- Indigenous Peoples Day program with Barbara Lawrence, in person and on Zoom. Good attendance, many post-event views of program which featured Suquamish artists and musicians.
- Zoom program: Transforming Difficult Situations and Conversations with Compassionate Listening Project trainer Debby Haase and Akueya Karen Vargas.
- Queer Elder Family Group - Queer Bingo Scholarship Fundraiser sold out, raised over \$5K for Kitsap County students.

**EMERGENCY PREPAREDNESS** –Reed no report

**STRATEGIC PLANNING** – No report

**LIVABLE COMMUNITIES** -Reed

Livability team continues to meet and hoping to sign off on a mission statement today.

**BOARD NEW BUSINESS** – Senior Center is helping with community effort to provide meals for Thanksgiving and Christmas. This year there will be in-person meals at St. Cecelia's in combination with a meal delivery Day.

**ADJOURNMENT** – Bill - The meeting was adjourned at 10:15 a.m.

Respectfully Submitted,

  
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Colleen Keilbart, Secretary

## Bainbridge Island Senior Community Center Balance Sheet

As of October 31, 2022

	Total
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Cash	274,394.53
Total Bank Accounts	274,394.53
Accounts Receivable	
Other Current Assets	0.00
Total Accounts Receivable	0.00
Total Other Current Assets	86,902.11
Total Current Assets	361,296.64
Fixed Assets	
1500 Fixed Assets	245,554.66
Total Fixed Assets	245,554.66
Other Assets	
1400 Long-Term Investments	655,756.10
Receivable from Park District	0.00
Total Other Assets	655,756.10
<b>TOTAL ASSETS</b>	<b>1,262,607.40</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Total Current Liabilities	-14,303.89
Total Long-Term Liabilities	0.00
Total Liabilities	-14,303.89
Equity	
32000 Retained Earnings	903,210.96
Opening Bal Equity	240,094.37
Net Income	133,605.96
Total Equity	1,276,911.29
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>1,262,607.40</b>

Saturday, Nov 05, 2022 09:08:26 AM GMT-7 - Accrual Basis

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

	Oct 2022				YTD 2022			
	Actual	Budget	\$+ or - Budget	% of Budget	Actual	Budget	\$+ or - Budget	% of Budget
<b>Income</b>								
4000 Grants		2,500	-2,500	-100.0%	26,470	25,000	1,470	5.9%
4100 Donations	5,424	15,667	-10,243	-65.4%	176,333	156,667	19,666	12.6%
4200 Membership Support	1,120	2,500	-1,380	-55.2%	34,424	25,000	9,424	37.7%
4300 Non-Monetary Support			0		650	0	650	
4340 COBI Rent Value	7,000	7,000	0	0.0%	70,000	70,000	0	0.0%
4350 COBI Contracted Services Agreement	24,359	3,917	20,442	521.9%	59,967	39,167	20,801	53.1%
4400 Program Revenues	3,901	1,333	2,568	192.6%	25,301	13,333	11,968	89.8%
4500 Thrift Shop Revenues	8,389	6,500	1,889	29.1%	65,167	65,000	167	0.3%
4600 Fundraising Events Income	0	667	-667	-100.0%	8,192	6,667	1,526	22.9%
4635 Other Events			0		300	0	300	
4800 Investment Income	27,260	1,250	26,010	2080.8%	-87,771	12,500	-100,271	-802.2%
<b>Total Income</b>	<b>77,453</b>	<b>41,333</b>	<b>36,120</b>	<b>187.4%</b>	<b>379,034</b>	<b>413,333</b>	<b>-34,299</b>	<b>91.7%</b>
<b>Gross Profit</b>	<b>77,453</b>	<b>41,333</b>	<b>36,120</b>	<b>187.4%</b>	<b>379,034</b>	<b>413,333</b>	<b>-34,299</b>	<b>91.7%</b>
<b>Expenses</b>								
5000 Compensation, Taxes and Benefits	18,431	22,233	-3,803	82.9%	155,525	222,333	-66,809	70.0%
5050 QSERA	50	508	-458	9.8%	2,585	5,083	-2,498	50.9%
5100 Professional Services	3,000	2,092	908	143.4%	23,860	20,917	2,944	114.1%
5200 Office, Admin, Related Exp	1,143	2,783	-1,641	41.1%	25,854	27,833	-1,979	92.9%
5300 Insurance and Security		392	-392	0.0%	3,016	3,917	-901	77.0%
5400 Event and Fundraising Expenses		583	-583	0.0%	2,052	5,833	-3,782	35.2%
5500 Printing and Publishing	1,239	2,083	-845	59.4%	17,666	20,833	-3,167	84.8%
5600 Program Travel/Excursions	849	533	316	159.2%	14,741	5,333	9,408	276.4%
5700 Program Related Supplies	217	33	184	650.6%	622	333	289	186.6%
5800 Program Instruction/Facil/Educ	1,685	1,275	410	132.2%	19,641	12,750	6,891	154.0%
5890 Resource Network Services	1,559	2,250	-691	69.3%	16,571	22,500	-5,929	73.6%
5900 Other Membership and Volunteer Benefits	811	258	553	313.9%	3,551	2,583	968	137.5%
5960 Fundraising Costs		217	-217	0.0%	1,733	2,167	-434	80.0%
5980 Miscellaneous Expense		250	-250	0.0%	0	2,500	-2,500	0.0%
6100 COBI Rent Expense	7,000	7,000	0	100.0%	70,000	70,000	0	100.0%
6200 Depreciation	1,271	1,344	-73	94.6%	12,710	13,440	-730	94.6%
7000 Thrift Shop			0		302	0	302	
<b>Total Expenses</b>	<b>37,254</b>	<b>43,836</b>	<b>-6,582</b>	<b>85.0%</b>	<b>370,428</b>	<b>438,357</b>	<b>-67,928</b>	<b>84.5%</b>
<b>Net Operating Income</b>	<b>40,199</b>	<b>-2,502</b>	<b>42,702</b>		<b>8,606</b>	<b>-25,023</b>	<b>33,629</b>	
<b>Other Income</b>								
8000 Endowment Contribution			0		125,000	0	125,000	
<b>Total Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>125,000</b>	<b>0</b>	<b>125,000</b>	
<b>Net Other Income</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>125,000</b>	<b>0</b>	<b>125,000</b>	
<b>Net Income</b>	<b>40,199</b>	<b>-2,502</b>	<b>42,702</b>		<b>133,606</b>	<b>-25,023</b>	<b>158,629</b>	

Unaudited

Saturday, Nov 05, 2022 08:55:14 AM GMT-7 - Accrual Basis

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

	<u>Total</u>
<b>OPERATING ACTIVITIES</b>	
Net Income	133,605.96
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	87,952.90
1415 Long-Term Investments:Endowment #5358-6085	-125,000.00
2011 Current Payables:Union Bank CC - Mary	-1,227.09
2012 Current Payables:Union Bank CC - Reed	-957.93
2013 Current Payables:Union Bank CC - Mickey	0.00
2110 Payroll Tax Withheld and Due:Federal Income Tax	0.00
2120 Payroll Tax Withheld and Due:Social Security/Medicare	292.55
2125 Payroll Tax Withheld and Due:WA Long Term Care Insurance	85.00
2310 Other Current Liabilities:Sales Tax Payable	-1,384.44
2330 Other Current Liabilities:Fees Paid in Advance	1,546.50
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><b>-\$ 60,188.49</b></u>
Net cash provided by operating activities	<u><b>\$ 73,417.47</b></u>
<b>INVESTING ACTIVITIES</b>	
1660 Fixed Assets:Accumulated Depreciation	12,710.00
Net cash provided by investing activities	<u><b>\$ 12,710.00</b></u>
Net cash increase for period	<u><b>\$ 86,127.47</b></u>
Cash at beginning of period	188,267.06
Cash at end of period	<u><b>\$ 274,394.53</b></u>

Saturday, Nov 05, 2022 09:14:28 AM GMT-7

**BISCC Investment Fund Report****MONTH END October 31, 2022**

<b>Beginning Fund Value April 2019</b>	\$ 487,436
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Value Jan 1 2020	\$ 509,800
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Starting Value Jan 1 2022	\$ 618,708
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Ending Value 10/31/2022	\$ 530,756
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Ending Value 9/30/2022	\$ 503,496
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Month Net Increase or Decrease in Value	\$ 27,260
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Month Net Increase or Decrease in Value %	5.14%
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YTD Net Increase or Decrease in Value \$	\$ (87,952)
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YTD Net Increase or Decrease in Value %	-14.2%
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Total Increase	\$ 43,320
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**Investments Allocation**

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