

BIS/CC Board Meeting Minutes

March 8 2023

Next Board meeting April 12, 2023 9:00 a.m.

Call to Order: President Gerry Worley called the meeting to order at 9:08 a.m.

BOARD MEMBERS PRESENT: Gerry Worley, David Huether, Colleen Keilbart (Zoom), Eleanor Weinel, Kimi Kinoshita, Tressa Johnson. Sheila Curwen, Jamie Mittet, Sue Bunn, Mike McCloud, Ann Lovejoy (Zoom),
Absent: Barbara Ochota
Others Present: Reed Price, Mary Gibbs

SUQUAMISH ACKNOWLEDGEMENT – Ann read the Suquamish Land Acknowledgement.

CONSENT AGENDA:

Motion: Eleanor moved to accept the February 2023 board meeting minutes. Jamie seconded, and it was unanimously approved.

COBI/CITY COUNCIL REPORT – No report

BOARD FORMAL ACTION ITEMS- Feasibility Expansion Study

Motion # 1 - David moved that the BOD authorize the initiation, development and production of a formal BISCC facility Expansion Feasibility Study, hereafter to as the “EFS”. The EFS to be managed by ED Reed Price, supported by the Facilities Committee. The Facilities Committee shall report to and keep the BOD informed. The Facilities Committee shall take the necessary actions to:

- a. Create a scope of work and timetable for completion of the EFS
- b. Be authorized to contractually engage consultants, on behalf of BISCC in support of creating the EFS.
- c. Deliver the completed EFS to the BOD for its review and determination of next steps.

Jamie seconded and it was unanimously approved.

Motion # 2 – David moved that the BOD authorize the expenditure of up to \$25,000 in funding to support the creation of the BISCC EFS. Sheila seconded and it was unanimously approved.

BOARD BRIEFING SESSION – Gerry

- Gerry extended a welcome to new board members Sue Bunn and Mike McCloud
- 2023 board briefing sessions will include reports of moving forward on the proposed expansion of BISCC. See Reed’s Status Report and the follow up to the retreat.

BISCC STATUS REPORT - Reed

- Membership 1,572 (in Jan it was 1,236, up 336)
- Sign-ins 2,402 up about 400 from November.
- Facebook 664 followers (up 20 from December)
- Instagram 548 followers (up 10 from December)
- YouTube 419 subscribers (up 34 from December)
- YouTube 1,509 views (down 229 from 1,738 December)

Top videos

- Paul Merriman's investing for seniors (204, lifetime 2.400)
- Paul Brian's photo gallery (104)
- David Harrison's February politics (91)
- Stamped third meeting (90)
- Paul Merriman will be back at 1:30 pm March 22 with a STTA report on ESG funds

Reed's Status Report continued:

- **CHILLY HILLY** very successful. Revenue around \$9,000 (last year 5,541). We had about \$2,000 in expenses, which included some new equipment like a warmer that we'll be able to use for other things.
- **Hearing Loop** has been installed! If you do events in Huney, please schedule a time for Reed to teach you how to use it.
- **THANK YOU CALLS** – 4 names were given to each BOD member to call to extend a thank you for their donations.
- **IVC BOARD MEEETINGS:** IVC suggested sending a BISCC board member to their monthly board meetings. They meet 8 am Fourth Thursday of the month. Any board member interested should contact Reed.
- **EMERGENCY PREPAREDNESS:** BISCC is entering as a supporting or for a Bainbridge Prepares application to the AARP Community Grants cycle. We are interested in working with BP and IVC to distribute emergency 'go' bags to seniors along with info about what you need to do to be prepared for a disaster.
- **BIJAC** is asking if organizations would join them in a Flash Mob at the tail of the Fourth of July Parade, and they're inviting the Senior/Community Center specifically thanks to our dance skills. I said I'd take it to the marketing committee (is that the right place) -- provided we can include some signage in our participation.
- **CHAMBER OF COMMERCE:** We have been chosen as a nominee for the Chamber's annual awards for **Nonprofit Business of the Year (must be 501c3 or 501c6) along with** Bainbridge Island Museum of Art, Bainbridge Schools Foundation, Housing Resources Bainbridge, Rotary Club of Bainbridge Island. Nominees will be honored and winners announced at the Bainbridge Business Awards Show/Party on Saturday April 29th, 2023, 5pm-9pm
- **RETREAT FOLLOW UP:** Biggest thing that came out of retreat was we agreed to focus on identifying key pieces of the overall picture at the senior center that we might work on by answering strategic questions rather than putting together a plan. Be open to expanding satellite activities. Look at things we might export to those sites. Look at other senior centers and how they organize, what are they doing, what have they have done during an expansion. Gerry and Reed started breaking down it down and it will become the topic of the Board briefing session each month.

COMMITTEE REPORTS**FINANCE-** David

Summary

- Balance Sheet
 - Assets
 - Cash is in very good shape. When we complete the updating of the Board and Finance committee registration with E*TRADE, we will move approximately \$150 to \$200K to the Investment Fund and purchase short term Treasuries. Hopefully this will be accomplished within the next two weeks.
 - Liabilities – nothing significant to comment upon.
- Feb P&L YTD and total year Budget. The February \$ amounts are the totals through the first 59 days of the year. The monthly February P&L is contained in the excel spreadsheet.
 - Income
 - Contributions are significantly ahead of budget. Keep in mind that we average overall Donations for the year to each month therefore the monthly amounts may vary by a large margin based on our fund-raising campaigns.

- The Thrift Shop is starting the year ahead of budget. Continued kudos for Tijen and the wonderful volunteers and donors
 - Overall Income is well ahead of plan for the month and YTD.
- Expenses
 - All expenses are within budget ranges with no significant variances to report.
- Investment Fund
 - The Fund value at 2-28-2023 was \$542,856. The market is generally moving up in value since the start of the year and we are holding steady with the Fund's investment holdings.
- Endowment fund
 - The Fund value at 2-28-2023 was \$152,837. The Fund is fully invested in US Treasuries of generally short-term duration, 1 year or less.
- Statement of Cash Flows – YTD
- Cash continues to grow consistent with the profitability of the BISCC

FUNDRAISING – Jamie

The Spring Fundraising campaign has been launched in coordination with the Kitsap Great Give.

EVENTS COMMITTEE – Colleen

Note the date change of the Talent Show from March 18 to March 19, 1:30-3:30

NOMINATING – Eleanor

Will be having a committee meeting soon to discuss possible candidates to build a strong and diverse board.

GOVERNANCE - Gerry - No report**MARKETING/MEMBERSHIP – Ann**

- Build multigenerational events – focusing on increasing community knowledge of BISCC, in particular with the youth. Programs are being looked at. Will go to the different groups at BISCC for ideas.
- About 600 membership renewal phone calls were made.
- Our involvement at Farmer's Market will be April, May, June and July. Sign-up sheet passed around.

RESOURCES- Sheila, No Report**ADVOCACY- no report**

FACILITIES/REFRESH - Eleanor – Pursuing meeting with council members and community partners regarding expansion.

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

A reminder that all up and coming events are listed in the Splash. Along with Marketing and Membership a push is on to involved youth as part as the diverse, multigenerational community.

EMERGENCY PREPAREDNESS – See Reed's monthly status report about Go Bags

STRATEGIC PLANNING – Eleanor –Finishing 2019-2023 strategic plan and focusing on how the board can best fill in the blanks in regards to the expansion plan.

BOARD NEW BUSINESS - None

ADJOURNMENT – Gerry - The meeting was adjourned at 10:10 a.m.

Respectfully Submitted,



Colleen Keilbart, Secretary

Financials Links:

[February 2023 Balance Sheet](#)

[February 2023 Budget vs Actuals Report](#)

[February 2023 YTD Statement](#)

[February 2023 Investment Report](#)

[February 2023 Endowment Report](#)