

BIS/CC Board of Directors

Regular Meeting, November 12, 2025

Called to order at 9:01

PRESENT: Linda Holt, Eleanor Weinel, Gerry Worley, Mike McCloud, Sheila Curwen, David Huether, Roy Wallace, John Stevens, Sue Coble Bunn, Tressa Johnson, Barbara Ochota

ABSENT: Kimi Kinoshita

STAFF: Reed Price, Mary Gibbs

GUESTS: Mary Beth Mohrman, Bill Luria, Clarence Moriwaki

Suquamish Acknowledgment

John

Consent Agenda

Eleanor

October:

Board Minutes

Committee Minutes (absent: Nominating committee minutes)

Executive Report

Treasurer's Report

Approved.

Treasurer's Report

David

11-10-2025 Draft 2026 BISCC Budget with comparisons.pdf

Action item: please review this draft budget and reach out to treasurer@biseniorcenter.org with questions. We expect to vote on this budget proposal at the Dec. 10 Board meeting.

- This draft recommends a 3% cost of living increase in the compensation of BISCC. We recognize that this recommendation is insufficient given the cost of living on this island. This proposed draft provides some funds for the Executive Director to use at his discretion in the form of staff bonuses.
- In addition, this draft proposes an increase in the QSEHRA fund, from \$12k to \$24k. BISCC does not offer its staff health insurance, so we offer this benefit that can be used against one's personal insurance.
 - QSEHRA is a health benefit plan for small businesses (typically 50 or fewer employees) that allows employers to set aside tax-free money for employees to use on health insurance premiums and other medical expenses.
- Membership fee remains \$25.
- 5600: You'll notice a decrease in 2026. As we've purchased a new 10-passenger vehicle bus, there should be less money spent to pay people to drive our current bus, we won't be maintaining our current bus, and we won't be insuring the current bus.
- 5800: there is a significant decrease in 2026. Rest assured, we are not reducing programs or compensation. We budgeted more funds than we needed for 2025, and this proposed budget reflects a more accurate prediction for 2026.

Building Project Task Force (BPTF)

Bill/Reed

- The major effort of the past month has been to bring on a general contractor during the next phase of planning. The chosen contractor will work with us through the Design development phase, as materials are integrated into the building plans.
- Six firms applied. The BPTF has narrowed this pool to three, and next week we will interview. We hope by mid-Dec. to have chosen a contractor.
- The project itself will be put out to bid later this year. We expect the contractor hired at the current design development phase to bid on the project, but it is a separate project.
- Currently, the cost of construction is estimated to be a bit over 20mil. (+1.5 mil tax aka 9.2%)

Capital Campaign

Gerry

David Veterane and Gerry Worley co-chair this committee.

The committee meets twice a month: Formal meeting with Alford. Informal meeting at a committee member's home.

- As of 11/11: Pledges to date: \$2.7M. Cash from those pledges: \$1.4M. Why a disparity between pledges and cash? Donors may wait until the end of the year to fulfill their pledge.
- 2025 the board passed motion to contribute \$300K to the building fund, but we didn't use it because it was not needed. At the December board meeting their will be a motion to contribute in 2026.
- The FDIC insures deposits up to \$250K for each depositor. As we expect to collect millions in donations for this project, we will be using multiple banks to protect the availability of the funds. We expect to open a third account at e-trade that will be identified specifically for the building project.
- An honorary endorser committee is a group of individuals who lend their name and support to an organization, cause, or event to increase its visibility and credibility. These committees are often composed of respected community members or public figures who may help raise awareness and attract donors, though they generally do not have official duties or receive payment. The Capital Campaign Committee has a list of people they will approach to be included on this committee. Jay Inslee is at the top of the list.
Action Item: There will be an open house for the honorary endorsers on January 14. While the time is not yet set, please make a note in your calendars to save the date.
- The final centerpiece dinner was held at Eleanor's house. No additional dinners are planned. The next step is for the committee to approach the dinner attendees individually to ask them to become a pace setter. The donor pool at this level is grown slowly, as the committee maintains a relationship with each individual.
- Alford recommends we ask for big dollars first; start by focusing on large donations.

- Once we have \$6M in pledges, we will start holding events for those who may give within the \$10K range. At that time, we'll ask for more board member involvement as it's helpful to have board members testify as to why this project is worthwhile.
- Alford's contract ends on December 31. The Capital Campaign committee will be discussing whether to renew their contract for the next year.

Question:

- **After we break ground, how long will the building be under construction before we're ready to reopen?** The timing is dependent on the amount of funds we're able to collect, but our hope is that the building will be complete 12-18 months after breaking ground.

BREAK (5 minutes)

COBI/City Council Report Clarence Moriwaki

There was no council meeting last night because it was veteran's day. Instead, the meeting will be tonight. On the agenda is whether or not to accept the timeline for the Comprehensive Plan Planning Commission (the commission is made up of citizens).

A comprehensive plan is a wide angled view. You can compare it to a garden plan (vegetables here, flowers here, herbs there). It is distinct from zoning; zoning is more granular (2 rows of broccoli, ½ row of radishes, 3 tomato plants...)

625 project (affordable housing) is on hold while we wait for a decision by the hearing's examiner.

Learning Agenda Eleanor

Information Technology.

This discussion is to help us prep for next year's creation of the strategic plan.

- Four areas of tech to discuss. Quick poll:
 - Telephone/fax: 3
 - Computer app/email: for board: 3-4
 - Website: 3-4
 - Databases (myseniorcenter, for example): 3
- BISCC has three 'levels' of IT to consider. The strategic plan will want to address all three:
 1. Staff –their needs, abilities, etc.
 2. Board/committees/volunteers
 3. Membership – various abilities to interface with BISCC systems.
- There are risks at all three levels: passwords, scams, two-step authentication, phishing, and website security.

- We must consider tech infrastructure for the new building. We will need to consider infrastructure that is user friendly, so that more than 2-4 staff are able to use it.
- The Board needs to have an awareness of BISCC's strategic plan for tech. We could bring in an expert to help us achieve our goals.

New Business Eleanor

None.

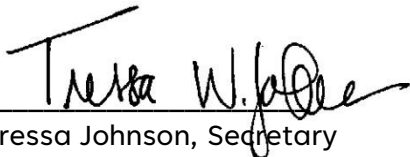
Announcements Eleanor

- Dec. 10, 9-10:30, Board Meeting
- Dec. 28, 2:30-4:30, Ring in the New Year's Eve
- Jan. 14, TBD, BISCC open house for Honorary Endorsers.

- Vehicle and boat donations accepted year-round.
<https://biseniorcenter.careasy.org/home>

Adjourned at 10:37.50

Respectfully submitted,


Tressa Johnson, Secretary

12/10/2025
Date of Approval