

BIS/CC Board of Directors

Regular Meeting, December 10, 2025

Called to order at 9:02am

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

ABSENT: Kimi Kinoshita

STAFF: Reed Price, Mary Gibbs

GUESTS: Bill Luria (BPTF), Clarence Moriwaki (COBI), Rita Riley, Mary Beth Mohrman

Suquamish Acknowledgment

Sue

Consent Agenda

Eleanor

November:

Board Minutes 11-2025

Committee Minutes (absent: Nominating and Resource Committees' minutes)

Executive Report

Note: The Building Project Task Force (BPTF) did not meet in November, therefore it is not on the consent agenda.

Treasurer's Report pulled by Tressa.

Adopted.

2026 Budget

David

- 2026 Budget Motion: I hereby move that the BOD of BISCC approve the Budget for 2026 as presented at the November meeting and as circulated to each member of the BOD for their review and consideration.

Move: David

Seconded: it was a triumvirate of Linda, Barbara, and Sue.

No discussion.

Passed unanimously.

Operational Fundraising

Linda

Come Grow with US campaign: <https://biseniorcenter.org/donate/>

Fundraising goal: \$200K.

So far: \$107K.

If you haven't had a chance to donate, please do so. We're hoping for 100% Board participation.

The Center's foyer looks fabulous! Huzzah!

Treasurer's Report David

We're in good shape. Expenditures are under budget. We are a bit behind in terms of revenue and income due to a bumpy start to 2025 in the investment world. We haven't made up for the reduction in value, but we are close.

The Finance Committee, having done their due diligence, has decided to replace QuickBooks with MonkeyPod. MonkeyPod is an accounting system specifically designed to support small to medium-sized nonprofits. Currently, we pay zero for QuickBooks and a small amount to augment the software with side systems. In contrast, MonkeyPod is a single source system. While there is a cost to MonkeyPod, we will not be increasing the amount we pay for an accounting system.

The transition is a significant process. We will finish the year using QuickBooks. Starting in January 2026, we will run QuickBooks and MonkeyPod in parallel for 60-90 days, to ensure MonkeyPod is running as it should. At that point we will archive QuickBooks (for a year) and proceed using MonkeyPod.

2026 BISCC Internal New Building Funding

- a. Background: The Investment Fund has a current balance of ~\$534,000.
 - b. Due to the success of the fund-raising efforts over the past year, BISCC has not needed to use any of the 2025 authorized \$300K funding from the Investment fund.
 - c. BISCC has historically worked to maintain a 6-month emergency funding reserve (held in the Investment Fund), which would be used to fund salary and operating expenses which have a current run rate of ~\$50K per month or \$300K for six months.
- 2026 BISCC Internal New Building Funding Motion: I hereby move that the BOD of BISCC authorize the Finance Committee, in conjunction with the Building Project Task Force to use up to \$230,000 from the BISCC Investment Fund during 2026 to support the ongoing development of the planned new building.

Move: David.

Second: Sue

Discussion: Reed explained the discrepancy between last year (\$300k) and this year (\$230k). We moved about \$70k from the investment fund to help pay for the van and ancillary costs. We will eventually get reimbursed (hopefully in the new year).

Passed unanimously.

Building Project Task Force (BPTF)

Bill/Reed

Carley Construction has been hired as the general contractor for pre-construction. This company was responsible for the BPA remodel, now they are working on the Japanese American Exclusion Memorial currently in construction. They will work with us during the Design Development phase to identify areas where we may be able to 'value engineer' the project (i.e. find places we can save money while maintaining the quality of the building).

As shared in past meetings, the design development phase is when structural and mechanical materials are added to the project plans. Carley Construction is being brought in as advisors as choices are made in those areas. The contractor who will be doing the work of the building phase has not yet been hired.

Capital Campaign

Gerry

- In the past month, presentations were given to the Oatmeal Club and BPTF.
- The Alford contract has been renewed at \$10k per month (120 year) – 2k less per month than in 2025. We have the ability to end the contract with no penalty.
- Cloud Break contract has been renewed. They work in collaboration with Mimi to write grants.
- The final centerpiece dinner was held at Eleanor's house. No additional dinners are planned.
- The committee has 200 points of contact for fundraising. Thus far, they have focused on 5-10 names per month.
- Grants. They are researching grant opportunities from the Kitsap County 'Opportunity Fund' (.09% of WA sales tax; county is required to spend it.) They are researching grant opportunities to purchase solar panels and pay for their installation on the new building. The building design includes the plumbing necessary to accommodate solar panels.
- FAQ document created for the Capital Campaign committee. The doc includes q&a from presentations, so we have a record of questions asked and their answers.
- FYI: The current building is 6000 sq ft of programming space. The new building will have 18,000 sq ft of programming space.
- Continuing the work to create the Honorary and endorsers campaign committee member list.
- Finance. The committee has a bank account that is separate from the operational account. The capital campaign account provides 3.8% interest.
- The Board's Finance Committee will be opening a new e*Trade account specifically for new building contributions made in stocks/bonds. Donated stock is sold as soon as practical after receiving it and then converted to whatever investment is determined by the finance committee (in consultation with the board).
- Currently, the campaign dashboard is \$3m. \$1.4m has been received in cash; the remainder is pledged over 3 years.
- Long-term goal: \$22.5million by spring of 2026. Short term goal: \$9m (40%) by next spring.

BREAK (5 minutes) ☐

COBI/City Council Report Clarence Moriwaki

Clarence provided a summary of last night's Council meeting. It was busy as they tended to the business of transitioning to a new year: the City Manager is retiring, two COBI members are leaving, there is a new Poet Laureate, a Mobility Advisory Committee was established, and more.

Learning Agenda Reed

Legal Affairs.

- We have major liability insurance.
- We have workers comp.
- We do not have any legal authority on retainers. We would like someone to recommend when pursuing legal counsel; could be a qualified board member or another legal professional who would provide this service pro bono.
- We need to create a few procedural policies:
 - A formal declaration of our support for ADA.
 - A formal anti-harassment policy.

In 2026, the Nonprofit Association of Washington (NAWA) is offering three sessions on strategic planning for nonprofits. Sessions will be offered via Zoom. If you're interested, let Eleanor know.

Announcements Eleanor

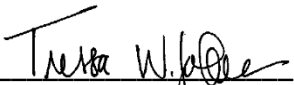
- Dec. 28 (Sun), 2:30-4:30, Ring in the New Year's Eve 2026:
- Jan. 14 (Wed.) 9-10:30a.m. Board meeting
- Jan. 14 (Wed.) BISCC open house for Honorary Endorsers. time TBA

New Business Eleanor

Blackberry jam - nomnom

Adjourned at 10:15 am.

Respectfully submitted,



 Tressa Johnson, Secretary

_____ Jan. 14, 2026 _____
 Date of Approval