

FICRA BUILDING TRUST BOARD MEETING MINUTES

Thursday, February 13, 2020

Board Attendees: Howard Stapleton, President; Naomi Grant, Vice-President; Gina Olson, Secretary; Hal Goodell, Treasurer; Jim Braden, Director.

Meeting called to order at: 8:09 PM. Howard thanks those in attendance and requests that all volunteers sign in to properly document volunteer hours.

Minutes from the January, 2020 Trust Board Meeting were approved.

President's Report: No report.

Treasurer's Report: Hal Goodell

Trust Checking account: Jan 1 Balance: \$ 119,934.67, Jan 31 Balance: \$ 158,594.28

Trust Capital Checking: Jan 1 Balance: \$ 4,083.69, Jan 31 Balance: \$ 4,083.69

Trust Reserve Checking: Jan 1 Balance: \$ 1,541.00, Jan 31 Balance: \$ 1,541.00

Trust Money Market: Jan 1 Balance: \$ 40,584.28, Jan 31 Balance: \$ 40,610.13

Trust Savings: Jan 1 Balance: \$ 208.01, Jan 31 Balance \$ 208.02

Trust PayPal: Jan 1 Balance: \$ 2,730.81, Jan 31 Balance \$ 3,703.46

Hal reported that the increase in Trust Checking was due to the PWP fundraiser which grossed \$51,000, and netted approximately \$36,000, roughly \$5,000 more than 2019. The balance of the checking is large as Hal continues to work on setting up a money market account. After discussions with our QuickBooks support consultant, Hal believes it will be preferable not to set up an additional customer account for Trust Capital Expenditures, but to instead manage the Trust Capital Money Market funds within the QuickBooks accounts. Howard noted that this is different from the course of action approved at the last Board meeting and suggested that we document this in the Minutes for this meeting. Accordingly, the current plan is to maintain a single Money Market account at our financial institution, set up an additional account in QuickBooks, and distribute the funds (and earnings) in our QuickBooks records. The end result is that there will be a transfer of funds within QuickBooks that will appear in our financial report, but no additional account at the bank. A Board motion was made to this effect, seconded and unanimously approved.

Standing Committee Reports:

- **Nature Center:** Ed Burrough, excused. Jim confirmed that the budget item for next year is \$400 to continue renovations.
- **Finance Committee:** A meeting will occur this weekend and an update provided at the next Board Meeting.
- **Audit Committee:** Tony Moore reported that Hal is giving them documents as needed, data will be requested from the bank, and that signatures will be required to authorize this. They are getting a jump start on the audit for 2019.
- **Emergency Preparedness (EP), Citizens' Patrol (CP), and the radio club (FIARC):** Abby Schofield helped Pierce County offer a Stop the Bleed Class to train participants to handle a bleeding emergency on Saturday, February 8th. Six individuals attended the event, which was very well received. It would be desirable to continue to offer similar classes, with more residents able to attend. The Board thanks the Fox Island Alliance church for providing the space for the event and Pierce County volunteers for their time. More marketing may be helpful in future, potentially partnering with organizations such as Fox Island Yacht Club

(FIYC). Additional classes available via the Community Emergency Response Team (CERT), Pierce County Department of Emergency Management (DEM), and other organizations. In addition, Abby completed the training for Public Information Officer and AP Templet completed CERT Training. The team is continuing to expand Neighborhood Coordinator numbers, and establishing a backup person for each neighborhood. Bill Mitchell has been a terrific addition to the Citizens' Patrol team. Hal reports everything is going well with FIARC. A new repeater tower is being placed at a FIMWA site. Hal and Jim noted that both CP and FIARC are committees under the Trust and welcome to participate in Emergency Planning, but this is on an individual volunteer basis and not mandatory.

Citizens' Patrol send a \$100 check to the fund established on behalf of the family of slain Pierce County Deputy Cooper Dyson. The Trust Board has agreed to reimburse this amount to CP and provide an additional \$100 donation directly from the Building Trust.

- **Building & Grounds Committee:** Jim has been collecting a great deal of information related to the various types of rental requests that will be helpful in developing policies and guidelines for NCC use. There are many different rental scenarios and Jim is working hard to keep things equitable. There is a need for a second basement exit. Jim has cleaned up the area to make use of an existing exit and stairway and is currently investigating a hatch type lid/door. The Boy Scouts were featured in the newspaper via an article by Hugh McMillian. Spring cleanup is not scheduled yet, but Jim is hoping that the field will benefit from this mild wet winter and that the grass grows in better. Window replacement plans are advancing.

Unfinished Business: Naomi reports that this year PWP team was comprised of 50-70% new people. Hal's assistance with collection of donations was seamless. The planning assistance from Lisa and Howard was greatly appreciated. The Auctioneer made many suggestions which they took to heart. The Silent Auction was changed with many new items. There were 2 trips, and it was then won by 4 persons. There were many positive responses, and there were more upfront costs, but the fundraiser was very successful. Howard noted that new volunteers typically want to try their own ideas, and wants to encourage this. Naomi thinks that the majority of committee members had a good experience. The band was great! The mixed drinks went well with the theme, which was also very well received. Nelson Jay was very effective as auctioneer and his suggestions were successful.

New Business: Howard distributed discussion documents for the 2020 budget and briefly discussed them. A meeting is planned for Saturday to go through the proposed budget in detail.

There was a Board motion to approve certain reimbursements made on behalf of Citizens' Patrol and make an additional donation from the Trust of \$100 to the fund established on behalf of the family of slain Pierce County Deputy Cooper Dyson. The motion was unanimously approved.

The meeting adjourned at 9:28pm. The next meeting is scheduled for March 12, 2020.

Respectfully submitted by Gina Olson, Secretary.