

JOINT MEETING OF FICRA & THE FICRA BUILDING TRUST BOARDS

MEETING AGENDA

Thursday, June 11, 2020, 6:30PM

2019-2020 FICRA Board

Miguel Martinez	President
Pia Beetham	Vice President
Candy Wawro	Secretary
Hal Goodell	Treasurer
Howard Stapleton	Past President
(Vacant)	Director
(Vacant)	Director

2019-2020 FICRA Trust Board

Howard Stapleton	President
Naomi Grant	Vice President
Gina Olson	Secretary
Hal Goodell	Treasurer
Jim Braden	Director

NOTE: This meeting will be held via video/teleconference. You will need to have a computer or smartphone capable of running Zoom to participate. We will send out links and passwords to meeting attendees the afternoon of 6/11; if you want to participate, send a request to info@ficra.org.

The agenda for this meeting has been limited to pending items requiring Board review/approval and essential topics that need to be discussed at this time. Some agenda items are postponed until we are able to meet in a manner better suited for public feedback and interaction. Standing committees will continue to meet as required and will report to their respective Boards as appropriate.

1. Call to order and approval of absences
2. Comments by FICRA & FICRA Trust Presidents
3. Approval of May 28, 2020 Minutes (Available for [download](#)) for the Joint Special Meeting of FICRA & the FICRA Building Trust Boards – **FICRA & Trust Board Vote**
4. Approve Annual Meeting Date, Location and Ballot for Election of the Board of Directors – **Trust Board Vote**
 - A. June 21, 2020, Noon to 1:00PM at the NCC
 - B. Ballot Recommended by Nominating Committee
5. Treasurer’s Report – Hal Goodell
6. FICRA Publicity Committee Report (manages communication with the public) – Miguel Martinez
 - A. Conversion of E-Flash from Constant Contact to Mailchimp
 - B. Feedback on E-Flash sent out 6/5
 - C. Facebook/Instagram
7. NCC Maintenance & Facility Improvements - Jim Braden
8. Approve FICRA Building Trust Board Resolution 2020-001 (attached) designating Project Management Responsibilities for the Building & Grounds Committee – **Trust Board Vote**
9. Status of Planning for the 2020 FICRA Fair - Hal Goodell
10. Meeting Adjournment (The next regularly scheduled meeting for the FICRA and FICRA Building Trust Boards is Thursday, July 9, 2020 at 6:30PM via video/teleconference.)

Per Washington RCW 24.03.120, except as may be otherwise restricted by the articles of incorporation or bylaws, members of the board of directors or any committee designated by the board of directors may participate in a meeting of such board or committee by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other at the same time and participation by such means shall constitute presence in person at a meeting.

FICRA Building Trust
BOARD RESOLUTION

SUBJECT: Designation of Project Management Responsibilities for the Building & Grounds Standing Committee of the FICRA Building Trust

RESOLUTION NUMBER: 2020-001

ADOPTION DATE: June 11, 2020

WHEREAS, Article VI of the FICRA Building Trust Bylaws authorizes the appointment of Standing Committees by the Board of Directors (Board); and

WHEREAS, the Board has created the Building & Grounds Standing Committee to recommend/manage major maintenance/capital projects for the FICRA Building Trust (Trust) and appointed a chairperson for the Committee; and

WHEREAS, the Board believes it is in the interest of the Trust to increase the project management oversight of facilities maintenance and capital projects for Trust facilities; NOW THEREFORE, BE IT RESOLVED that:

The Board of the FICRA Building Trust designates the chairperson of the Building & Grounds Standing Committee as Project Manager for the Trust with the following responsibilities and authorizations:

1. Manage maintenance and capital projects for the Trust; and
2. Provide monthly status reports on maintenance and capital projects, including cost and completion information; and
3. Sign contracts associated with projects that have been approved by the Board on behalf of the Trust; and
4. Authorize payments for services associated with these contracts; and
5. Act as a second signatory for the Trust Treasurer for payment checks in excess of \$500.

These responsibilities and authorizations will be in effect upon Board approval of the Resolution.

Resolution Approved per Board Minutes of _____

Secretary, FICRA Building Trust Board of Directors (signature)

FICRA TRUST BALLOT June 11, 2020
Board: (5 positions)
Howard Stapleton _____
Write in _____

Naomi Grant _____
Write in _____

Hal Goodell _____
Write in _____

Gina Olson _____
Write in _____

Karen Kretschmer _____
Write in _____

Audit Committee positions
Audit Committee: Joan Broughton
Audit Committee: Tony Moore
Audit Committee: Diane Abney
Audit Committee: Jennifer Beard
Audit Committee: _____

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