

JOINT MEETING OF FICRA & THE FICRA BUILDING TRUST BOARDS
VIDEO/TELECONFERENCE MEETING MINUTES
Thursday, February 11th, 2021, 6:30 PM

2020-2021 FICRA Board

Miguel Martinez	President
Pia Beetham	Vice President
Candy Wawro	Secretary
Hal Goodell	Treasurer
Howard Stapleton	Past President

2020-2021 FICRA Trust Board

Howard Stapleton	President
Naomi Grant	Vice President
Gina Olson	Secretary
Hal Goodell	Treasurer
Karen Kretschmer	Director

Trust Board Attendees: Naomi Grant, Howard Stapleton, Karen Kretschmer, Hal Goodell, and Gina Olson in attendance.

FICRA Board Attendees: Miguel Martinez, Candy Wawro, Hal Goodell and Howard Stapleton. Pia Beetham absent and excused (resigned).

Other attendees: Jim Braden, Joan Broughton and Ray Kittelberger.

The meeting was posted and advertised to the residents of Fox Island on the FICRA website with a minimum of 10 days' notice.

Miguel Martinez called the meeting to order at 6:30 PM.

Presidents' Reports: Howard reports that he is disappointed that the activities have not increased yet due to world events, but it would seem that the recommendations have not changed much yet. Miguel also apologizes for his absence at budget meeting due to work demands. There is a need to finalize the FICRA budget, which will be done soon. He has ideas for summer if the return to normal activities returns, and he has a few ideas he is really excited about.

Meeting Minutes: Jim Braden requested that the Minutes for the January 14, 2021 be amended to reflect that the Cascadia Rising II exercise was tentatively scheduled for June 2022, not June 2023. The amended Minutes were approved and the corrected version will be posted on ficra.org.

Treasurer's Report: Hal shared the financial reports as of January 31, 2021 online with attendees. The following information was provided:

Trust Checking account: Jan 1 Balance: \$ 26,156.06 Jan 31 Balance: \$ 27,790.54

Trust Savings: Jan 1 Balance: \$ 336.50 Jan 31 Balance \$ 336.51

Trust PayPal: Jan 1 Balance: \$ 121.08 Jan 31 Balance \$ 242.46

Trust Capital Checking: Jan 1 Balance: \$ 3,697.08 Jan 31 Balance: \$ 3,697.08

Trust Reserve Checking: Jan 1 Balance: \$ 326.98 Jan 31 Balance: \$ 326.98

Trust Money Market: Jan 1 Balance: \$ 168,047.51 Jan 31 Balance: \$ 248,105.90

Trust Money Market Detail:

General: Jan 1 Balance: \$ 72,659.96 Jan 31 Balance: \$ 108,933.96

Capital: Jan 1 Balance: \$ 56,527.42 Jan 31 Balance: \$ 56,527.42

Reserve: Jan 1 Balance: \$ 38,860.13 Jan 31 Balance: \$ 38,860.13

EP Restricted: Jan 1 Balance: \$ 0 Jan 31 Balance: \$ 21,591.59

CP Restricted: Jan 1 Balance: \$ 0 Jan 31 Balance: \$ 22,192.80

FICRA Checking: Jan 1: \$ 16,891.79 Jan 31: Cleared Balance: \$ 16,916.79
FICRA Money Market: Jan 1: \$ 31,039.22 Jan 31: Cleared Balance: \$ 31,044.49
FICRA PayPal: Jan 1: \$ 434.21 Jan 31: Balance: \$ 554.67

Hal noted that there was a donation of \$80,000 to the Building Trust in the month of January. FICRA membership is currently at 328. Normal activities of FICRA will not likely happen up through August. Hal hopes that we can pick up with Halloween Trunk or Treat and the Christmas Tree Lighting.

Standing Committees:

Citizens' Patrol - Jim reports that the report from CP will be posted on the website. Crime continues to be low. CP members have also been volunteering in FIEP emergency exercise.

Emergency Preparedness - An emergency preparation operations communication exercise was held last Wed Feb 10, 2021 which went very well, and a report on this is yet to be finalized. A preliminary report on this is included in the attached Project Manager's report.

Trust Building and Grounds - Jim reports that the windows have arrived and are being painted and will be installed the week of February 15th. The MRC trailer has been temporarily parked at the NCC because video surveillance will keep it better secured. Video monitoring signs have been placed, as well. An AC unit is being considered partially funded by Men's Coffee group. These donated funds, with the donation from Julie Sorenson, may be the right amount to make this installation a possibility. It will dramatically improve the comfort of the building auditorium during summer events. There is discussion about changing name of NCC to "Fox Island School". Please refer to the attached Project Manager's report for details on these items.

FICRA Publicity - Miguel reports that he would like to add another person who has volunteered to help with FICRA via internet. Miguel feels the organization can be more interactive, and he would like to have a person who is more dedicated to being interactive on the site. Candy who has been doing a great job, will still be doing event promotion.

FICRA Social Activities - Miguel would like to see a summer BBQ cook off. He would let anyone on FI enter, there would be judging, and food made could be sold in plates, and funds could be designated toward a charity, for example towards Cancer Research, in honor of Julie Sorenson. We are looking for an event to sponsor, publicity, permits, FICRA could be the sponsor and set the fees. Another idea of Miguel's is to purchase media, sound equipment for continuation of movies in the field/park. He would also like to see the NCC to create a stage that could be moved with large wheels. The mobile stage might double in the summer as a platform for the Fair operations chair. Miguel has had many requests for a sport program for kids in the field, K-8 activities, to help get the kids active outdoors.

Unfinished Business:

2021 FICRA Budget - The 2021 FICRA Budget is on hold for further review.

2021 FICRA Building Trust Budget - A motion was made, seconded and unanimously approved to adopt the 2021 FICRA Building Trust Budget as included in the Meeting Agenda distribution. Ray Kittelberger noted that the budget was published /posted on the web and that the FICRA Fair was not included for this year. Miguel asked if it could be added back in for now, but Hal noted that the planning process would have already needed to start and this would not be possible with all of the uncertainty right now. He will put some version of the Fair back in the budget in August or another date if August is not possible in the event the State COVID-19

guidelines are changed to allow it soon. Jim suggests we may want to include a line or two on the website regarding the budget to explain the circumstances this year.

Status on NCC Building Name & Dedications - There has been a proposal by Jill Christ to change the name of the NCC back to the Fox Island School. Karen reported on the history of efforts to change the name of the NCC. She gave a short history of the old school house. The first school was built in 1884. The museum has a small exhibit on the school house, which has a personal connection for those that attended. The school was closed due to low attendance. Nichols Community Center gets its name after Colonel Fredrick Nichols, who was tremendously influential on the Island and active with FIMWA. In 1972, FICRA was formed. The 1981 Fox Island Times reported in the June edition that a plaque was dedicated to the Jefferson Feagin Reading Room (men's room). The FICRA Board discussed a name change in 1981 when the school district made plans to open up a Fox Island Elementary School located on 10 acres they had purchased on Fox Island. The Board changed the old school house name to the Nichols Community Center to avoid confusion with the new school, with plans to dedicate it at the Annual Fair. The new school was never built. Karen also discussed how street names on Fox Island were justified in the past, and that noted that historical names are significant for many people.

New Business:

Color Scheme for Schoolhouse (NCC) Renovation Work - Colors consistent with the historical building appearance have been chosen for painting the window frames. Jim has been working with Carolyn Braden and other artists who have identified colors that are era appropriate, and the Board has approved. The painting is in progress.

Nominating Committee for Elections - Hal suggests we reach out to recent volunteers. Howard would like to see something posted, and would like to see more folks join the board who have kids. Candy would like to include recent information about the history of the NCC in a message regarding the need for volunteers to join the board. She will also include emergency prep drill information. Candy would like to send out another written FICRA Flash. The FICRA election is in March; the Trust in April. Gina will work with Miguel as the Nominating Committee to find candidates for the open Board positions.

The meeting was adjourned at 8:14 PM.

The next regularly scheduled meeting of the FICRA Trust Board is Thursday, March 11th. The Annual Meeting of FICRA to hold elections is also scheduled for this date and the new FICRA Board may optionally chose to hold their first Board Meeting after the Election. The March 11, 2021 meetings will be via video/teleconference starting with the FICRA Annual Meeting (Election) at 6:30PM.

Respectfully submitted by Gina Olson, Jim Braden and Howard Stapleton

Project Manager's Report

February 11, 2021

FICRA and Trust Board members

Here is some information that is intended to prepare you for the Board meeting tonight and minimize the time we spend on ZOOM.

Yesterday, February 10th, the Emergency Preparedness Team conducted the Emergency Prep Exercise originally planned for February 11th. In summary the exercise was successful in terms of participation by our EP team members and volunteers, and in terms of thoroughness of activities, to test our communication system - the primary focus of this event. Michele Hancock put together an excellent guide for the event and she, along with an observer from District 5 Fire, were there to evaluate our system and to inject specific events that would likely evolve from the simulated incident (Barge/Tug hitting the bridge and rendering it unusable until an engineering review was conducted - which might be several days down the road).

A thorough de-briefing will be conducted by the participants in the next few days and the results of that shared with the Board.

Other news: The windows were delivered January 18th and have been getting stained and painted by volunteers. The repair firm, Chosen Wood Windows, is due in the week of February 15th to do installation. We have two bids for new wood windows for the west side but some more clarifications are needed (apples to apples comparisons).

We interviewed two tree removal firms and have received one bid to take out eight trees that were recommended by both to be removed. The bid was approximately \$1,800. The second firm, whom we have used before said that the first firm is reputable and that they could not match the price of the first. I have signed the first bid contract and plan to proceed. They are due in on February 24th. The wood will be left on site (in the woods).

We have installed the Medical Reserve Trailer behind the NCC garage pending the OK to move it to the FIMWA site alongside our storage trailer there. Signs have been placed stating that the area is under 24 hour video monitoring.

I recently spoke with Julie Sorenson and she sounded strong. She is shedding the treatments and medicines as she wants to live as comfortably and aware of things as she can. She is very happy that we are planning good use of her donations. One of her donations is \$20,000 to the Trust for the NCC building maintenance/restoration.

Related to that, the Men's Coffee group has indicated that they want to donate the \$2,650 they have accumulated to the Trust for A/C for the auditorium.

I have brought in one firm to estimate the cost to install a non-obtrusive system (ceiling vents as the only visible change to the room instead of through-the-wall ductless units). Their initial cost estimate for this is \$15,800 which does not include electrical. We have already brought the electrical to the approximate location of the compressor unit (west end of the north wall) and will develop the cost to complete that. More bids will be sought.

So, the combination of the Men's Coffee and the subject donation may cover this project. We would appreciate the Board OKing the addition of this project to the Capital Project list.

On the name for the NCC/Fox Island School issue. I've talked to Jill Christ and she has a stellar idea of making a transition over time by whenever we mention the NCC we add, parenthetically, (Fox Island School) so folks become aware of the history of the facility. Jill has had many discussions with all ages of folks on this issue and literally all say that 'Fox Island School' recognition is a good idea. This is for the Board to consider.

Jim Braden, Project Manager, FICRA Building Trust

FICRA Building Trust 2021 Budget
Proposed - 2/9/2021

Operating Budget	2021 Proposed Budget
Ordinary Income/Expense	
Income	
Citizens Patrol Program Income	
Citizens Patrol Donations Inc	12,000.00
Total Citizens Patrol Program Income	12,000.00
Donations Income	
Donations Income (Non-Event) ¹	6,000.00
Donations Restricted ¹	6,000.00
Project Grants ²	47,500.00
Total Donations Income	59,500.00
Emergency Planning Income	
Emergency Planning Donations	1,500.00
Total Emergency Planning Income	1,500.00
Fund Raising Events Income	
FICRA Fair	
Clothing	3,000.00
Subtotal FICRA Fair	3,000.00
Total Fund Raising Events Income	3,000.00
Rental Income	
Yoga Class	200.00
Quilt Group	100.00
AA Income	500.00
Art Group Income	200.00
Events Income	2,000.00
Garage Income	4,200.00
FICRA Usage Fee	3,500.00
Total Rental Income	10,700.00
Total Income	86,700.00
Gross Profit	86,700.00
Expense	
Advertisement Expense	
Bank Fees Expense	
Bank Fees Expense	50.00
PayPal Fees Expense	250.00
Square Register Fees Expense	200.00
Total Bank Fees Expense	500.00
Tax Preparation Expense	300.00
Citizens Patrol Program Expense	
Deputies Expense	9,360.00
Mileage (CP Gas) Expense	500.00
Phone Expense	420.00
Citizens Patrol Month Expense	500.00
Citizens Patrol Administrative	400.00
Subtotal Citizens Patrol Program Expense	11,180.00
Depreciation Expense	8,700.00
Emergency Planning Expense	1,500.00

FICRA Building Trust 2021 Budget
Proposed - 2/9/2021

Operating Budget	2021 Proposed Budget
FICRA Mailing Expense	
PO Box Rental	148.00
Bulk Mail Permit Expense	300.00
Postage Expense	600.00
Subtotal FICRA Mailing Expense	1,048.00
Fire Inspection Expense	
Fund Raising Events Expense	
Fair Expense	
Clothing Expense	2,200.00
Subtotal Fair Expense	2,200.00
Total Fund Raising Events Expense	2,200.00
Insurance Expense	
NCC Insurance	5,600.00
D&O Liability (50/50 split)	550.00
Subtotal Insurance Expense	6,150.00
Licenses and Permits	10.00
NCC Maintenance	
Bug Maint. Expense	860.00
Building Maintenance Expense	2,000.00
Furnace Maintenance Expense	400.00
Subtotal NCC Maintenance	3,260.00
Other Facilities Maintenance	
Yardwork Expense	4,000.00
Sports Field Expense	500.00
Playground Expense	750.00
Nature Center Expense	250.00
Subtotal Other Facilities Maintenance	5,500.00
Rental Expense	
Contract Cleaning Expense	1,600.00
Rental Coordinator Expense	400.00
Subtotal Rental Expense	2,000.00
Supplies Expense	400.00
Property Taxes Expense	4,000.00
Utilities Expense	
Electricity Expense	1,700.00
Furnace Oil Expense	2,000.00
Porta Potty Expense	1,000.00
Water Expense	1,200.00
Internet Service	950.00
Subtotal Utilities Expense	6,850.00
Web Expense	300.00
Total Expense	53,898.00
Net Ordinary Income	32,802.00
Net Income	32,802.00

FICRA Building Trust 2021 Budget
Proposed - 2/9/2021

Operating Budget	2021 Proposed Budget
Interfund Transfers	
Activity	2021 Proposed Budget
Transfers to Reserve Funds	6,750.00
Total Transfers³	6,750.00
Net Operating Budget and Transfers	26,052.00
Notes:	
¹ Budget excludes extraordinary items	
² One-time Grants for Building Improvement Projects and Emergency Preparation Equipment	
³ Transfers from Trust Operating Budget to Reserve do not show on P&L	

APPROVED