

FICRA Building Trust Board Meeting Minutes
Thursday, October 14, 2021
Nichols Community Center, Fox Island, Washington

Board Attendees: Howard Stapleton, President; Arlyn Lawrence, Vice-President; Hal Goodell, Treasurer; Gina Olson, Secretary; Craig McLaughlin, Director. Excused: Gina Olson, Secretary

Public Comments:

- Wes King reminded the Board about the PTA's interest in meeting (approx. quarterly) at the NCC. Board voted approval of that use. Rates were not discussed.
- Jim Braden reported that the Wicklines have decided not to participate in the Christmas show, health reasons cited. Need another idea for a Christmas concert.

Minutes from the September 9, 2021 Trust Board Meeting were approved.

President's Report: None.

Consent Calendar Items: Delayed to specific agenda timing.

Treasurer's Report: Hal Goodell

Trust Checking account: Sept 1 Balance: \$32,461.47, Sept 30 Balance: \$31,092.47

Trust Capital Checking: Sept 1 Balance: \$3,381.22, Sept 30 Balance: \$3,651.22

Trust Reserve Checking: Sept 1 Balance: \$319.98, Sept 30 Balance: \$319.98

Trust Money Market: Sept 1 Balance: \$336,659.88, Sept 30 Balance: \$329,036.07

Trust Savings: Sept 1 Balance: \$524.46, Sept 30 Balance \$524.48

Trust PayPal: Sept 1 Balance: \$2,135.30, Sept 30 Balance \$2,231.81

Consent Item (Expenditure Approval): The chairs that match the black chairs in the auditorium have been purchased and delivered as directed by the Board. An expenditure in the amount of \$1,048.32 for the purchase of 40 additional chairs for the NCC was unanimously approved (motion by Craig, second by Arlyn), as an unbudgeted purchase to come out of Trust General Money Market account.

Unfinished Business:

Logo/branding/identity package 7:15 Scheduled presentation: Melody Cook (of Fox Island) was introduced by Wes King, and presented the value and options of Logo/Branding for the Trust to consider. Ensuing discussion on applicability. Melody to do the creativity Pro Bono and put together a proposal to the board on the scope of her involvement as a first step. The Board will then proceed to consider Logo/Branding in conjunction with signs, letterhead, and FICRA/Trust being possibly combined in the future.

Signage: The board agreed to have Wes King and Jim Braden proceed with developing signs for the Community Center site. The Board unanimously approved (motion by Arlyn, second by Craig) the expenditure of up to \$400 to cover immediate signage needs with the intention of

branding them later. Step one will be to get input from the Boards and public on what messages need to be made for the site. Jim has sent, and will send again, what we are stating now with signs, as a starter.

Presentation from Audit Committee 7:45 Scheduled presentation: Tony Moore, accompanied by Joan Broughton and Diane Abney, presented the Audit Committee report (2019 and 2020 combined). That report will be made available to the public and will include the Boards' responses. In general, the Audit Committee was complimentary of how FICRA and the Trust have been financially managed, including the day-to-day accounting.

Standing Committee Reports: Project Manager, Jim Braden, makes a written summary available to the Boards ahead of the meeting to minimize time in the meeting for the subjects he is responsible for: Building and Grounds, Nature Center, Citizens' Patrol, Emergency Preparedness, and Fox Island Amateur Radio Club (FIARC).

Finance Committee - The Finance Committee is tasked to recommend Audit Report responses to the Board for adoption by December 31, 2021. The Board also asked the Finance Committee to investigate our basic financial situation with the focus being the value of retaining the Garage (Fire Station #2).

Building and Grounds - Items beyond the Project Manager report: Jim indicated that Aileen and Candy Wawro have suggested we do some basic refurbishing of the walls (plaster and paint) which is in the funded Reserve Study account which Jim will initiate. General cleanup of the NCC interior also needs to be stepped up, which the Board needs to address.

Nature Center - Confirmed the trees are down as directed by the Board.

Emergency Preparedness (EP), Citizens' Patrol (CP), and the radio club (FIARC) – As pre-reported.

Audit Committee - See the 7:45 presentation, above.

Additional Unfinished Business:

NCC usage and rates - Deferred to a later date due to length of meeting.

NCC Internet Service - Howard met with the Comcast vendor on-site on October 1st. They expect to do the install in 4-6 weeks.

New Business:

Paving the gravel parking area was discussed (Wes King and Jim Braden looking into this). More investigation to be done, but the board agreed to pursue this a bit further and come back with a recommended approach. Some estimates have been received but several issues have yet to be considered: property ownership, best surface material, drainage plan, water infiltration, etc.

The meeting adjourned at 8:22 pm. The next meeting is November 11, 2021.

Respectfully submitted by Arlyn Lawrence and Jim Braden for Gina Olson, Secretary.