

# Minutes for IBIC Board of Trustees Meeting - November 14, 2019

**Trustees Present:** Don Lantz, Susan Hancock, Bob Kraft, Catherine Freeman, Bob Kernaghan, Colleen Vlahovich, Paul Larson, Dave McIlvena, Dionne Deschenne, Sarah Runnels, Sonja Selboe

**Trustees Absent:** Karen Kinnaird

**Guests Present:** Sheila Worth, Tracy Johnson, Sam Weinstock, Kayleen & Paul Pritchard, Melissa Sarlo

**I. Call to order** – 5:00 PM by Don Lantz

**II. Approval of Minutes** – Approval of October minutes called for and unanimously approved.

**III. Special Requests from guests, decisions made**

**A. Girl Scouts** – Sheila Weirth requested use of the Library on Fridays for free for a new Girl Scout troop (Daisies and Brownies) starting Dec. 6 from approx. 4:40 to 6:40. Indianola girls will be their priority.

**B. Suquamish Elementary PTSA** – Tracy Johnson (with help from Sam Weinstock) requested a waiver of the rental fee of the Clubhouse for their annual dinner auction fundraiser on March 14, 2020.

**C. Kingston Cooperative Preschool** – Melissa Sarlo requested a reduction or waiver of the rental fee for the Clubhouse for their annual auction fundraiser on December 7th.

**D. Decisions on Special Requests** – Guests were thanked and permitted to leave. Requests were discussed and motions were made. For both fundraisers, the IBIC moved to give each non-profit organization 50% off their rental fees only, for the stated date. Both motions passed. For the Girl Scouts request, the IBIC moved to allow use of the Library on Fridays, if available, at no cost. Yeas 10, Abstentions 1. A short discussion followed to incorporate a rental fee reduction policy for 501(c)(3) non-profit organizations into the rental agreement. A reduction had been agreed on by previous boards and not carried over to new boards.

**IV. Special Report**

**A. Solar Panel Project** – Kayleen Pritchard, Dave McIlvena, Paul Larson. Kayleen reported pledges received total \$21,570. The IBIC will fund \$8,000. Paul noted that the cost of solar has come down since last year and two companies are being considered; Power Trip Energy Corp., Pt. Townsend, (est. \$34,840); and Forecast Solar, LLC, Edmonds (est. \$25,177). Dave reviewed the different types of solar panel systems, stating that a micro-inverter system is preferred. The system proposed is a 9.8 kW, SunPower micro-inverter panel system. Differences in warranties, qualifications, and value-to-risk ratios of each company were discussed. One more \$5,000 grant application should be announced in late November. The board asked for more information regarding warranties before a final decision could be made but approved receiving pledges now. There will be a kick-off meeting on Dec.10 to receive pledges.

**V. Committee Reports**

**A. Bylaws** – Dionne Deschenne. Decision has been made to take the existing IBIC bylaws and put them into the accepted Washington Non-profit Association format. This will include using their blanket indemnification clause, all of which will be ready for review by the board soon. The goal is to present the new bylaws to the membership in January for approval. A discussion regarding memberships and what IBIC holdings they may use occurred. Lawyers will be contacted for legal advice and information. This question crosses over to Security Committee issues. Motion was made to authorize up to \$3000 to be spent for a lawyer to research legal issues of interest to the Security Committee. MSP'd. Information from legal findings may be incorporated into the bylaws.

**B. Finance** – Bob Kraft presented financials including the monthly financial report, inflow-outflow information from 2018 to 2020, current budget figures and figures for the proposed 2020 budget which will be finalized early next year. Request was made to all committees to submit 2020 budget estimates by December. Dave will submit a request for Indianola Ready be included in next year's budget. Checking account balance is \$21,225. Money Market account balance is \$117,702. End of the year report shows the Club financially in good shape.

— **Treasurer's Motion Regarding Kitsap Bank Accounts** — Motion was made that Robert Kraft, Don Lantz and Sarah Runnels be on the IBIC safe deposit box agreement form; that Robert Kraft, Sarah Runnels and Judy Drew be on the IBIC regular checking account signature card; that Robert Kraft and Don Lantz be on the IBIC Money Market checking account signature card; and that Emily Reckord Young and Judy Drew be authorized to use IBIC debit cards, all at Kitsap Bank. MSP

**C. Membership** – Catherine Freeman. Membership has no activity now. One unapproved application has

been put on hold. Comments included updating membership renewal letter.

**D. Properties** – Bob Kernaghan. Plans to move a picnic table from the children's playground behind the clubhouse to Gill Park and removing the fire ring from Rose Marie's Park. Bob also made a list of his volunteer time which totaled 40 hours this month. Discussion on how to record volunteer hours followed. There have been some children's playground meetings for revitalizing the area behind the Clubhouse. Plans are being developed and may start in the spring. Volunteers and fundraising will be part of the plan. The boat ramp is still of concern and a committee of volunteers is being formed. They will be looking into a new system which may finally enable the Club to accomplish its repair.

**E. Security** – Don Lantz has done research into the Ring light camera motion-activated surveillance system and would like to fund it through the Generations account. This system would provide the Club with full camera and lighting on all sides of the Clubhouse. There will be an annual monitoring fee of \$100 for all the cameras. Upland signs, pavilion, park, etc., will reflect new hours.

**F. Merchandise** – Inventory has been replenished. Merchandise store will be open all day during the Holiday Art Fair. Committee will meet soon to review next year's ideas.

**G. The Breeze** – Sarah Runnels, Dionne Deschenne. Mailing crew will meet at 2:30 due to conflict with the Garden Club meetings. Discussed plans to include more stories regarding the Generations account, bringing back favorite community events, and call for volunteer involvement in the Breeze. Overall event planners wanted.

**H. Activities** – Bob Kernaghan. Request was made to fund the Indianola Street Dance held at the head of the Dock. This may not be an income-generating event due to the expense of hiring the Hairfarmers at aprox. \$3,600 to \$3,800, but could at least be covered through fundraising efforts. Hairfarmers Street Dance has been booked for July 25, 2020. It was decided to plan a strategy to see if it could be on Indianola Days starting in 2021.

**I. Boat Rack Fee and Breeze Ad Rates** – Don Lantz. Raising boat rack fees was discussed. Motion was made to increase boat rack fees to \$50.00 per year, MSP. Since paddle boards are now allowed, the fee for them would be \$50 for up to two per assigned slot, (half-space). Increasing Breeze ad rates will be considered later.

## VI. New Business

**A. Winter Food Drive** – Bob Kernaghan. Runs November 15 to January 15. Two boxes to receive donations of food and winter clothing are on the Clubhouse porch now. Donations will go to both ShareNet for food and Kingston Food Bank for food and clothes; gloves, jackets, blankets, etc.

**B. Policies and Procedures** – Susan Hancock will chair. Each committee needs to write files that will explain policies, procedures and volunteers needed to help as they pertain to their particular jobs or activities.

**C. Memorial Fund** – Don Lantz expressed a desire to re-establish the Memorial Fund which was created to receive funds in memory of Indianola residents and IBIC members who have passed away.

**D. IBIC Website** – Sarah Runnels updated the website. Updating included the Monthly Calendar; the Boat Rack Rules; removing an obsolete form, etc. IBIC's website design company, Interlock Solutions, was hired to help organize the Breeze and the Minutes pages which had five years of listings. They also did a PHP upgrade and other updates. Sarah discussed adding a new "Private" page with Interlock Solutions tech Cinnamon Harrington. It would be for the use of the board, would require a password, and would contain policy and procedure information for officers and committees. Since the board was interested in the concept, more information will come later.

**E. High Speed Internet Access** – Don Lantz received correspondence that Kitsap County is doing a survey to see if enough people in our area would pay for high speed internet (fiber optics) service. He would like it published in the Breeze and will do more research on it.

**F. Equipment Borrower Agreement** – Forms will be given to those who are using IBIC-owned equipment. At this time this would be the Breeze's MacBook Pro laptop being used by Dionne.

**G. Special Meetings** – 1) Solar Panel Project update at 6:00 PM and Security meeting update at 6:30 PM, both on December 10. Solar committee to update project and receive pledges. Security committee to discuss planned new signage and surveillance. 2) Town Hall meeting on January 4, 1:00 PM covering IBIC budget, possibly more security, and any other major projects planned.

**Calendar** – Board Meetings are on SECOND THURSDAYS in the main hall of the Clubhouse. Next board meetings; Jan. 9, Mar. 12, Apr. 9 at 5:00 PM. (Note: no meetings planned for Dec. 2019 or Feb. 2020)  
Community Events – 2019: Christmas Party Dec. 14; 2020: Hairfarmers Street Dance July 25; and Indianola Days Aug. 1 & 2.

Meeting Adjourned 8:25 PM.

Recorded and Submitted by Sarah Runnels, Secretary