

Minutes for IBIC Board of Trustees Meeting – October 13, 2022

Trustees Present: Russ Sciandra, Karen Kinnaird, Ted Schmid, Leah Katzer, Judy Drew, Joni Landeen, John Lane, Charlie Zuzzio and Mark Smoot

Trustees Absent: Kim Hatchel, Kathy Cartwright. Greg Trueb

Guests Present: Sarah Runnels, Don Lantz, Michael and Sabrina Buerger.

Call to Order – Meeting called to order by Karen Kinnaird at 6:04 PM. Meeting conducted in person at Clubhouse.

Request to Accept Agenda – Approved.

Rules of Conduct – Time limits, please read all reports ahead of time to save on time and comments.

Request to Record – Kim Hatchel out of town. Karen Kinnaird will record. Approved.

Request to Accept Previous Minutes: Will accept at November's meeting.

Request to Accept Committee Reports: Russ Sciandra made motion to approve reports, unanimous yes.

COMMITTEE REPORTS

Boat Rack: Charlie Zuzzio – Still have vagrant kayaks. Can possibly remove and store somewhere. Discussed possible fee to get them back. Story will run in Breeze about abandoned kayaks and possible storage fee. Charlie Zuzzio will put request to remove stickers on them, impound kayaks and store.

Breeze: Sarah Runnels – Sarah is retiring. Need to find someone else to take over. Sarah will put notice in Breeze that someone is needed. Sarah also handles Breeze mailing crew and ads. Should be three separate jobs.

Bylaws Committee: Russ Sciandra – Russ, Greg Trueb, Sarah Runnels, Mark Smoot. Had a meeting earlier in the week. Only Sarah and Russ were there. Discussed elections. Russ suggests that the board elects the officers, not the membership, after the annual meeting. Bylaw change needs to have ballot sent out so it can be voted on at annual meeting. Draft of proposed bylaw change will be presented at future meeting.

Children's Activities: Kathy Cartwright – Halloween party for kids on October 31. Discussed serving hot dogs again.

Clubhouse: Judy Drew – Clubhouse activity is increasing. More interest in using Clubhouse as a community center; Ping pong on Mondays, sanctioned Bridge on Tuesdays, emergency preparedness meeting, chili and soup cook-offs, Garden Club third Wednesday of each month. Interest in different exercise classes and possibly toddler play groups. Interest in using library for book club. Need to decide which groups pay to help with Clubhouse costs. Bridge Club collects small donations and gives IBIC small amount each month. Whoever uses Clubhouse is responsible for cleaning up afterwards. Two rentals in October; 10/15 memorial, 10/22 evening party. Adult Halloween party 10/29. Inquiry from non-profit Kingston Preschool about using Clubhouse for their fundraiser. In the past they've received discounted rate. Board approved discounted rate for preschool fundraiser. Is IBIC going to offer non-profits discounted rates? IBIC is not sponsoring Holiday Art Fair, just providing space. Karen will ask Gene Alberts about payments to IBIC for Bridge Club.

Financial: John Lane – Beginning balance was \$47,169.68. Added \$3,298.69, spent \$6,318.00. Septic fix actual cost was approximately \$1,500.00 more than estimate. Overage came from higher labor costs, harder to break up concrete slab, cost of gravel and cost of septic tank went up since estimate was given. Septic repair cost will come out of Generations Fund, which has \$20,000.00 in it. John introduced Micheal and Sabrina Buerger, bookkeepers that have been assisting John in IBIC accounts. They have non-profit experience. Michael is a CPA. They are happy to donate their expertise to the IBIC. Recommend moving from Quicken to Quickbooks because it is more efficient. Not getting good service from current bookkeeper, signed 1-year contract with them. Possibly keep them for taxes but not day-to-day accounting. Don Lantz passed out info regarding passing a budget. Board needs to suggest things to be in budget for next year. Will add link to web page to inform people where Generations Fund monies go. Don brought up fact that IBIC needs to come up with digital way to pay memberships, etc., possibly PayPal.

Membership: Paul Larson has agreed to chair the membership committee. Will need help, a few people have volunteered to help. Karen Kinnaird will help facilitate committee getting together. Will discuss PayPal for new memberships at that time.

Merchandise: Colleen Vlahovich – IBIC store continues to be open each Saturday. New fall/winter order needs to be placed.

Properties: Ted Schmid – Clubhouse: Emergency exit light battery replaced. Motorized screen installed. Gutters cleaned. Fairy garden installed in playground. Thanks Ann Lantz, Tonya Floria and team. PO: Gutters cleaned. Gravel brought in to cover septic repair. Travis Moore installed drip system on east portion of landscape. Repaired drain line on east side. Future projects – more gravel to finish covering exposed dirt. New gutter installation to replace PVC on east side. Trim repair to north side of PO due to concrete slab removal. Landscape steps between Clubhouse and PO property.

OLD BUSINESS:

Projector Screen: John Lane – Screen purchased and installed. Details for use? Remote for use. Judy Drew says there will be a \$300.00 deposit to use screen.

PO Septic System Completed: Discuss removal of laurel hedge? Roots will keep going into septic. Karen will talk to neighbor about removing hedge and putting fence in.

New Laptop: John Lane – Purchase of new laptop for Breeze editor. John Lane will purchase laptop.

Sharps Containers for IBIC Properties: Karen reached out to Department of Health about getting some. Possibly install in each bathroom in Clubhouse and one outdoors.

Hazard Mitigation Meeting Update: No updated information on next meeting. Kathy Cartwright will keep board posted.

Land Acknowledgement: Russ Sciandra – Request still active. Susan Hancock would like to stay on committee. John Scott would like to be on committee as well.

NEW BUSINESS:

Conflict of interest forms for new trustees.

Request to use Rose Marie's Park: Request made to use park for Lithuanian holiday celebration, Uzgavenes, in February, including a beach fire. OK as long they have means to put fire out and use their own wood. Will let neighbors know it is going on.

Fitness Class: Fitness class offered at Clubhouse by member Susan Henry. No fees charged. Discuss details. Donations accepted for Clubhouse use. Waivers will be required for people attending. Mondays, Wednesdays, Fridays. Hopefully will start the end of November.

GUEST COMMENTS/QUESTIONS:

Charlie Zuzzio curious about when chili cook-off is; January 7 per Karen Kinnaird. Charlie voiced concerns about moored boat and generator running. There is someone living there and he has been warned about winter conditions and storms that will happen. Charlie also raised Holiday decorating concerns for Clubhouse and parties. Will put blurb in Breeze about people volunteering to decorate for individual holidays. • Need to set dates for children's holiday party. Karen will get with children's activities person on that. • Judy Drew will change code on kitchen door to Clubhouse. • Don Lantz will get back on task setting up cloud-based folder for IBIC information. Dropbox will be used for folders for board to access IBIC information instead of storing on flash drives or in notebooks.

Meeting adjourned – Ted Schmid motioned to adjourn meeting at 7:37 PM.

Next meeting is November 10 at 6:00 PM in Clubhouse

Minutes submitted by Kim Hatchel, IBIC Secretary