

FFOFC Board Meeting Minutes  
November 13, 2018

The Board of Directors met at the Richland Public Library. The following board members were present, comprising a quorum: Tim Strauch, Don Bihl, Dennis Arter, Terri Stewart, Ric Grenell, Marion Halupczok, Mark Halupczok, Joan Segna and Sharon Dossett. President, Terri Stewart called the meeting to order at 6:30 pm.

**Approval of the Minutes:** The meeting minutes for October were reviewed. Marion Halupczok moved that the meeting minutes be approved. The motion was seconded by Don Bihl and unanimously approved.

**Treasurer's Report:**

- Financial Report: As of November 12, the checking account balance was \$1,216.54 and the savings account balance was \$9,248.37.
  - Marion completed the annual filing with Washington State
  - McCurley will be paying electronically in the future
- Membership Status: As of October 9, there are 375 memberships with 84 new and 291 retained.
- Budget committee meeting was held; see below in Old Business for update.

**Activity Report**

- See attached for October report.
- The total number of participants for 2018 to-date is still higher than 2017.

**Old Business**

- Budget Committee – The committee met, evaluated finances and budget, and made recommendations.
  - FFOFC annual operating expenses are about \$1,000 more than income. May need to consider a raise in dues in the future.
  - Recommend continuing the McCurley car drives as a fundraiser for at least another year.
  - Recommend that this type of budget review be completed on an annual basis
  - Include all committee chairs in next annual budget review
- Total Merchant Concept Approval – We are all set up for using charge cards at the annual meeting.
- T-Shirts – Getting orders to-date has been slow going. Another reminder will be sent out to members
- Insurance Coverage – We currently have only liability coverage and not property. Further discussion was deferred to December meeting.

**New Business**

- Adopt-a-Highway Location – Herb is looking at adopting another stretch of highway on behalf of FFOFC

- Lessons Learned, Waterworks Canyon Incident – Don acknowledged the group and leader did a great job pitching in and working together in response to a serious injury accident on the hike. See attached for detailed lessons learned.
- Participants may not be fit enough to participate in some of our more strenuous activities like hiking, kayaking and biking. Activities are described in detail so that members make the right decision for their own abilities.

### Committee Reports

- Camping: Carol was not present
- Calendar Master: Marianne was not present
- Cultural/Educational: Lois was not present
- Foot Sports: The hiking calendar for winter is done.
- Webmaster: A potential replacement was identified. Website is doing fine. Pictures are continuing to come in from the committee chairs.
- Outreach: See T-shirt topic in Old Business
- Snow Sports: Eileen was not present but the planning meeting is on the schedule.
- Social: Costs for events keep rising. Will need to scale back on the food options for the annual meeting and will need to hold the event at the Richland Community Center.
- Travel: Leslie was not present.
- Wheel Sport: Despite some days with temperatures below freezing, riders are still showing up for events in substantial numbers. They seem to enjoy the cooler weather. However, the team lead still considers ice and wind before an event. The committee chair is making the schedule for Jan, Feb and Mar. Will cancel events due to weather if needed. Tim mentioned a picnic lunch that was provided by the Kayak group for the Bike Group that led to a charge for the pavilion. It wasn't an issue in this case but is something we should keep in mind in the future.
- Water Sports: Everything is packed up for the winter

Terri Stewart adjourned the meeting at 8 pm. The next meeting is scheduled for Tuesday, December 11, 2018 at 6:30 pm at the Richland Library.

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Terri Stewart, President      Date

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Sharon Dossett, Secretary      Date

Action	Actionee	Due Date
Develop a similar table to keep track of the cumulative number of each event type by committee	S. Dossett	Dec., 2018
Form a small team to develop budget for board approval	M. Halupczok	Complete
Annual Review of First Aid Kits and Gloves	D. Arter	Pending
Review Insurance Policy and brief board members	T. Stewart	Pending

Set up Leadership Training/Safety Meeting	T. Stewart	Spring 2019
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