

FFOFC Board Meeting Minutes: June 11, 2019

The Board of Directors met at the Richland Public Library. The following board members were present, comprising a quorum: Don Bihl, Dennis Arter, Terri Stewart, Mark Halupczok, Tim Strauch, Grisell Collazo, and Sharon Dossett. Also attending was Linda McGlothern. President, Terri Stewart called the meeting to order at 6:30 pm.

Approval of the Minutes: The meeting minutes for May were reviewed. Tim Strauch moved that the meeting minutes be approved. The motion was seconded by Don Bihl and unanimously approved.

Treasurer's Report:

- Financial Report: As of June 9th, the checking account balance was \$1327.32 and the savings account balance was \$11,000 for total funds of \$12,327.32.
- Membership Status: As of June 9th there are 313 active/paid members of which 40 are new members.

Activity Report

- See attached for May report.
- The numbers for events in May were very good. There was an especially good turnout for all outdoor activities.

Old Business

- Property Insurance Update – Terri Stewart is working with new insurance agent to get questions answered.
- Kayak Donation – The donors of a kayak will be offered a year of membership in the FFOFC.
- Draft Brand Requirements – Terri Stewart reported that Duane Klotz has developed a list of criteria for a new club logo. She and Duane will solicit new logo ideas from members.

New Business

- Financial Accounting Records in Admin Folder on Gmail – Grisell Collazo as Club Treasurer, maintains two Excel spreadsheets for the Club. One spreadsheet tracks membership and the other spreadsheet tracks club financials. Each spreadsheet contains multiple tabs covering a comprehensive array of information. She updates these spreadsheets frequently and as a backup measure, has recently started to send a monthly email to the FFOFC email account attaching the latest version of the spreadsheets. Terri or Dennis may then file the email into a recently created email folder titled "Treasurer Back Up Files" within the club Gmail account. The files will be there for safe keeping and accessible by the President or Vice President for reference purposes if the Treasurer is not readily available to answer questions.

Committee Reports

- Camping: Carol was not present.

- Calendar Master: Marianne was not present but Terri reported that Marianne will be on vacation after June 20th so the committee chairs should get calendar information into her before that date. Dennis can make changes to the calendar while Marianne is out, if needed.
- Cultural/Educational: Lois was not present
- Foot Sports: Don is working with Duane on where to put the information on the risk levels. Terri suggested a link to hiking essentials be added as well.
- Webmaster: Duane was not present
- Outreach: Ric was not present but Dennis reported that he has all of the Outreach supplies while Ric is out.
- Snow Sports: Eileen was not present.
- Social: Joan was not present.
- Travel: Leslie was not present.
- Wheel Sport: Tim reported, the calendar is up-to-date and he will continue to work on biking essential list.
- Water Sports: Mark reported the calendar is up-to-date. He also noted the July event for Paddle Assisted Rescue Class. The details will be added to the calendar entry when he finalizes the event. Mark will also provide a link to the water sports essentials after foot sports get theirs done. There were 18 sign ups for the trip on the Little Spokane, with 16 on the river. With all the kayaks in use, Mark discovered that they were down two paddles. Turns out the new kayaks did not come with paddles. He will need to purchase two new paddles for the club.
 - Motion: Approve spending up to \$300 on two new paddles. Tim Strauch made the motion. Dennis Arter seconded the motion. The motion was unanimously approved.

Terri Stewart adjourned the meeting at 7:10 pm. The next meeting is scheduled for Tuesday, July 16, 2019 at 6:30 pm at the Richland Community Center.

 Terri Stewart, President Date Sharon Dossett for Margaret Brameld, Secretary Date

Action	Actionee	Due Date
Property Insurance – discussion with Lisa Day	Terri Stewart	Pending