

Shaw Islanders, Inc. Board Meeting

03/01/04

Members present at the meeting: Vreni Borner, Carole Davis, Cyrus Field, Dell Laursen, Allison Lengyel, Roman Miller, Jane Nelson, Mary Reeve, Chad Swanson, Sandy Walker, Al Wilding, Ron Woodard.

Absent and excused: Doris Oliver, Dorothy Powell, Willie Williams.

Meeting called to order at 4:01pm

February minutes were approved.

Report from 1st VP for Programs and Education, Doris Oliver:

Not present, nothing to report.

Report from 2nd VP for Building Maintenance, Roman Miller: Roman Miller reported that he has replaced the dishwasher, and Carl Schmidt has repaired the fire damage to the fascia, columns, and path light. Fire Chief Brud Joslin contacted OPALCO and had the parking lot light replaced.

Report from Treasurer, given by Carole Davis:

About \$500 worth of undeposited checks was discovered and deposited this week. Apology letters were sent to those whose checks were mistakenly held.

The accounting system has been reorganized to be clear and transferable year to year, leaving as little open to interpretation as possible.

Treasurer's Report from March 1st. We currently have a two-year budget with the largest amount of money coming in every other year (auction), creating an uneven input/output schedule with occasional large expenditures for repairs, etc. Under current bylaws, we can spend no more than \$500 on any one item, without a vote of the membership. We would like to increase the single expenditure limit to at least \$1,000 and

possibly make changes to the way we do our budget. Both are subject to approval.

Jaime Smith has agreed to perform an audit of last-year's financial records.

We lost our tax-exempt status for last year because we did not file our annual tax exemption form, although we did receive the notice to file and three reminders. Although we will have to pay a fine, penalties, and filing fee, it appears it will be possible to reinstate our status. The former treasurer mentioned in a letter that he believes we have been having too many profit-making events, and there seems to be a great deal of confusion over which events and actions are allowable under our non-profit/tax-exempt status. Carole Davis requested authorization for Willie Williams to consult with and/or hire an accounting consultant to field questions about our 501-3C status and related paperwork, budget to be up to \$500 annually; motion carried.

Old Business:

More letters soliciting membership were sent out and membership has risen to 120 member families.

More stationery and envelopes were ordered, received, and delivered by Ron Woodard.

Thank you letters for donations over the membership fee were prepared and mailed by Dorothy Powell.

New Business:

To expedite approval and posting of minutes, board members agreed to read and approve/make changes online. The minutes will be posted as soon as possible after each scheduled meeting.

New gravel and pothole repairs to the parking lot will be discussed at a joint meeting of the San Juan County Department of Public Works, Shaw, Inc., and the Shaw fire district.

We have found four old microphones that work, including a clip-on and cordless microphone. Ron Woodard and Cyrus Field will work on labeling and preparing instructions to make the microphones user friendly.

Restructuring the fees for community building use was discussed; see concerns; and proposed form, new fee schedule, and suggested donations.

Reasons for considering this issue now:

- 1) Fees for cleaning and garbage removal have gone up,
- 2) Fees charged by Shaw, Inc. have not been revised since 1997, and
- 3) No consistent process is currently being followed for collecting fees.

Shaw, Inc.'s underlying philosophy:

- 1) To encourage building use,
- 2) To make building use affordable for everyone, and
- 3) To more accurately reflect rising costs of maintaining the building, with fund raising continuing to subsidize the majority of expenses of the community building.

A 30% discount was proposed for those doing their own mopping, dishwasher emptying, and garbage removal. A 30% discount was also proposed for ongoing/regular users. Several groups were proposed for exemption from all fees, including: 4H, Shaw Fire, Shaw Aid, the Monthly Community Lunch, the Shaw Summer Recreation Program, Shaw School, and the Shaw Library and Museum Association. Motion carried that the new form and fee schedule be accepted with changes. The new form will not be implemented until it is approved by Shaw, Inc.'s consultant for tax-exempt status.

Roman Miller will look into having the upholstered chairs cleaned.

Allison Lengyel will arrange for a substitute minute taker for September and October when she will be absent.

At the next meeting we will discuss the Fourth of July market day and raffle in detail; board members should come with ideas for raffle items. Al Wilding needs to

secure an assistant for the Fourth of July barbecue, as he will be absent on that day; he will remain in charge of planning and ordering for the barbecue. Ed Luttrell will be in charge of the parade, Allison Lengyel will handle the regatta, and Dell Laursen will organize the baseball game(s). 4H will be selling beverages.

Meeting was adjourned at 5:55pm.