



Board Meeting Minutes

February 15, 2018

5:15 pm

Location: Olympic Escrow

Board Quorum verified and Meeting Called to Order – Board Members present Bill Dettrich – Board #1, Rich Senff – Board #2, Cristy Brubaker –Treasurer/Administrator, Past President Mike Britt. VP, President Lisa Cisneros. Secretary Jammi Parris. (Vice President Kathleen Shalan was absent)

Approval of previous board meeting minutes held January 16, 2018 – Approved by Motion of Senff and Dettrich– All in Favor

Communications, Meeting schedules, Etc.

- Agenda for the March 7, 2018 Member meeting was reviewed and the need to encourage members to attend so we can meet our quorum.
- Mainstreet Meeting: President Lisa reported on the January Mainstreet meeting where the following items were discussed:
 - Legion Stage – Permits are in process and ground breaking is in the works
 - Mark Everett is working with the City on installing Bike Racks on Olympic – Sarah will be looking for locations in downtown for them to be installed.
 - Continue to work on encouraging businesses regarding clean up, A Boards etc.
 - Reminder of Mainstreet Meeting with Mayor on February 21st at 3:30 PM
- Reminder that Cristy and Kathleen will be attending the Mainstreet Conference in April at Port Townsend. Sarah Lopez from the City and Jen Eggers – Chamber Executive Director will also be attending.
- Brief Discussion regarding the Downtown Pocket Park

New Business –

2018 Budget – Treasurer Cristy Brubaker distributed the updated 2018 budget and noted the following changes were made –

- Money from end of year 2017 cash balance has been added to the budget as income to cover commitments made in 2017 that are being spent in 2018.
- Specific line items were added for Legion Stage, DABA Scholarship and Commitment to support Youth Dynamics for their annual collaborations with DABA.
- Discretionary funding line item was added for the Giving/Funding Committee in the amount of \$2000.00

There was some discussion and the Preliminary Budget was then approved as the 2018 Budget by Motion of Senff and Dettrich. (Note: the budget is a living document and will be reviewed as the year progresses)

Giving/Funding Committee - The Board held additional discussions regarding some of the aspects of this committee. We will continue to refine the and work on the goals and objectives of this committee as we go forward.

Event/Project Reports –

- Viking Fest – Donation/Disposal of Shirts and glassware is being worked on

- 530 Media Board – Email requesting interest from Businesses for 2nd Quarter will be send in March.
- Car Show 2018 – Ad submitted to Cruizin Magazine for their April Issue.
- Street Fair 2018 – Vendor applications continue to come in, additional garbage and sanikan expenses are in the works to provide better service for the vendors and public. Budget will be adjusted accordingly.

Treasurer/Admin Report –

- Bank Account - \$17,307.58
- Membership – 109 Members

Treasurer requested approval to make payments to the following:

- Friends of the Library Lifetime Membership \$125.00
- Youth Dynamics Sponsorship \$750.00
- Arts Council Membership \$20.00

After some discussion is was decided to move these items to the Membership Agenda for approval on March 7, 2018

Next Board Meeting is March 15, 2018 at Olympic Escrow – 5:15 PM

Meeting was adjourned at 6:41.

Respectfully Submitted

Cristy L. Brubaker

Treasurer/Administrator