

**FICRA BUILDING TRUST
BOARD OF DIRECTORS MEETING MINUTES
Sept 14, 2017**

Board Attendees: Jim Braden, Tony Moore, Gina Olson, Mimi Miller and Ray Kittelberger in attendance.

Meeting opened by Jim Braden at 7:03 PM with the Pledge of Allegiance
Volunteers asked to sign in for the record.

Minutes: The July 13, 2017 meeting minutes approved. The meeting in August was cancelled due to Fair planning, and other conflicting events.

President's report:

There is an effort underway to shorten the meetings. Jim stated options for this: to combine the meetings indicating to the secretaries which organization belongs to which subject, or to poll the audience for those present with a specific issue they are there to pursue, or possibly place FICRA meeting first, so that after FICRA meeting, the Trust meeting can follow, and those who want to stay can. Hal suggested we hold the FICRA meeting first this evening, which was done.

Jim recognized our Rental Coordinator, Kristen Moriarty who made a presentation for the MOM'S CLUB OF AMERICA. She reported on a new local Mom's Club, a non-profit, started up last April. Currently they are comprised of 11 members, 3 are residents of Fox Island, and the rest are residents of Gig Harbor. Their meetings have been at the Gig Harbor Library up until now, however they need a new location. They would like to meet at the NCC the third Monday of the month from 9:30 AM to 11:30 AM with kids. They are a service organization to create a community for Moms and do community projects. They have guest speakers. Jim will look at scheduling, and get in touch with board members.

The FICRA meeting was convened at this point, conducted, and adjourned at 7:20 PM. The Trust meeting was reconvened.

Consent Calendar Items:

Jim has met with Kit Kalbrenner of Ridgetop Golf (specialist in golf course rehab) who has bid \$49,806.64 to rehab the Sports Field which includes scraping off the sod, grading, laying topsoil, seeding and installing a walking/running trail. Jim feels that the timing needs to start ASAP to get the grass sown by mid-October for optimally seeding/grass. Jim has asked for permission to propose a time and material approach to Ridgetop, with a cap, to potentially lower the cost. He has not been successful in securing additional bids on the project – getting other firms to even come and look. They are all busy. The scale of the project has been reduced some, too. Denise also knows Kip, and knows their family, and attests to his good reputation.

There is approximately \$7,000 from the buy-a-brick fundraiser process. The last 2 yrs "Wine & Cheese" Night has raised money for the Sports Field improvement, so there is an obligation to make progress on this. Jim is willing to front the money to make sure that the project gets going. Hal proposes that with the plans in place, we should solicit more sales of the bricks from Fox Island residents.

A motion was passed unanimously to: "Proceed with the Sports Field rehabilitation using the Ridgetop firm which is available to begin the work in October to catch the Fall window to seed new grass. The work is based on the quote provided by Ridgetop dated October 14th, 2016, less the drain piping and holding pond. Jim and Hal will review the Capital funds available for this, which will include the donations through the "Buy a Brick" program. Jim has offered to pay for the walking/running path which is \$10,560 and, will advance, as an interest-free loan, any funds needed to complete the rehab that are not immediately available from the Trust Capital Checking account. That loan will be repaid to Jim as the Trust Capital funds become available. Jim has been **given permission to negotiate** a reduction in cost based on the reduction in scope with the project maximum cost not to exceed the original Ridgetop quote"

There was a needed purchase made by Hal of a large outdoor tent for \$899.00 for use at the FICRA Fair this year. This purchase was previously discussed and verbally approved for action prior to the September 14th Board meeting. Therefore, **a motion was unanimously passed** to follow through on purchasing a 15' x 30' tent for use at the FICRA Fair in the amount of \$900.

Treasurers Report: Mimi Miller.

Year to date income for Trust is \$27548.73 income, \$9,000 over budget.

Trust Checking account:

Aug 1 Balance: **\$39,818.52** Aug 31 Balance: **\$39,649.99**

Trust Capital Checking:

Aug 1 Balance: **\$19,831.77** Aug 31 Balance: **\$ 19,831.77**

Trust Reserve Checking:

Aug 1 Balance: **\$20,480.17** Aug 31 Balance: **\$20,480.17**

Trust Money Market:

Aug 1 Balance: **\$1,640.16** Aug 31 Balance: **\$1,640.16**

Trust Savings:

Aug 1 Balance: **\$91.82** Aug 31 End Balance **\$91.82**

Trust PayPal:

Aug 1 Balance: **\$1,935.96** Aug 31 End Balance **\$2,216.93**

Membership is 279

Committee Reports:

Finance Committee: No report. Mimi was on vacation, and as she has the records from 2016, therefore since she has returned which will allow the Audit Committee to begin their work.

Citizen Patrol: Stan Weston reports that crime report for the month of Aug was similar to July. There was one outboard motor stolen. Deputy report that he was dispatched to a residential burglary, with another unit from GH. He states they found the burglar in the house, arrested him, with verbal and written confession, after 1 hr long interrogation. Crime rate for 2017 is better than 2016. In Sept, there was a theft of appliances from the garage of a new construction home site. Three thefts from vehicles this year.

Emergency Planning: Ray Kittelberger reports that King 5 TV contacted Doug Nelson, in follow up to emergency planning story, to further elaborate with news report. They came out on Thursday, Aug 18th and were taken on a tour of the NCC, Command center, communications room, and out with Citizen Patrol, Shelters, Block Capts. They also were taken around Fox Island by boat. Ray reports it was a successful tour/interview, and it was aired on September . The report was 1 hr long, but they focused on Fox Island for approx 10 minutes. Jim reports that the KING5 program was excellent. Everyone interviewed did an excellent job.

Jim and Abby attended the PEP-C meeting at Dist 5 station yesterday. There is a PEP-C Fair on Sept 30th that we are participating in. There are on-going Ham Radio practice sessions on Sunday nights at 9 pm.

Gina has asked that we plan for two more cots (regular ones) for use at the triage center in an emergency.

Building Committee: Jean Peterson, excused. Jim reports that the window replacement is being investigated. Cheney may help cover 50% but we need to acquire the other half, first. The preliminary estimate to replace the aging windows is a staggering \$92,000.00. We will be looking at alternative bids, and also looking to less "busy" times to get bids.

The power is to the garage and has been fully approved by permit. There will be internal lighting and outlets added. Doug Nelson, and George Metzger have been helping Jim to do the labor on this which has saved considerable money.

Nature Center: Ed Burrough reports that this Saturday, September 16th, is the monthly work party. Planned is trail maintenance, and cutting back blackberries. Ray K was out there last month. Ed says this time of year is less exciting with the summer flowers gone. They are also working on replacing the non-skid surface to the walking bridges. Jim proposes that there should be (more) maps for visitors, and possibly a log book to keep record of those that visit. Jim also suggested that he would be in favor of renting equipment to assist in getting rid of the large stand of blackberries in the Nature Center.

Audit Committee: Tony, and Leslie in attendance. Joan, excused. They plan to meet and review financial records in the near future.

Nominating Committee: Jim reports that the elections are approaching soon, (March and April, 2018). Recruiting new Nominating Committee volunteers is proving difficult. Ray proposes that going forward we establish advisory positions, whether that be a board position or a temporary project manager. Ray reports that we have very talented people on the board and in the past, but when they leave, they are gone. An advisory position would be one that would not have to attend all the meetings, but would be accessible for certain projects or managing a need, like marketing, or audit committee, or an Emergency Prep function.

Special Committees:

Ficra Fair: Hal Goodell reports it went very well. We had less income from the raffle room due to less time for preparation. Beer garden did well. The weather was cooperating, and the number of booths was a record. Music performances were excellent. Thank you letters to the donations for the Raffle room have been sent. The vendors feedback was good, with some already signing up for next year. Food went very well, with the hot dogs, despite less profit. Hugh McMillian put together a full-page coverage of the Fair, highlighting the face painter. Pricing for a booth was revised to flat rate of \$35 adult and \$30 kids.

All Island Garage Sale: Sept 9th. Ray reports the budget was \$1000 revenues, and they made \$1166. Ray says this was his last year as he is retiring from his voluntary position with Citizen Patrol (CP). He is going to write up the garage sale project for the

CP and he hopes they will keep it up, but he is not sure if it will continue. The Museum had 14 sales, and CP had 50 sales. Peak was 2014 with 67. Map sales 148, compared with 2014 which was 196.

Unfinished Business:

Capital projects development (see Consent Calendar, above)

NCC siding repair: Awaiting contractor availability.

Jim brought Tracy's Quality Painting by to estimate painting the NCC. They are booked for this year, but will give us an estimate.

Letterheads for FICRA and the Trust are under development (the Art Group is developing some proposals for Board consideration.)

Review of rental advertising. The Chapel is hosting an event at the NCC. Jim polled the Board on charging them as a non-profit organization – which was affirmed.

New Business:

Advisory position proposed, as stated above.

The Fall Cleanup date was decided on – to be October 7.

Hal feels that January "Party with a Purpose" planning should start now. We need a person to "chair" this event. Date is set for January 27th.

Doug Nelson would like to have money allocated from Emergency Prep for a water bladder. It is something that can be put into the back of a truck and filled with water to transport to needed locations. Therefore, a **motion was unanimously passed** to allow the Emergency Preparation Team to proceed with buying one water bladder to have in storage for a near-term emergency. This cost will be reimbursed to the Trust Capital Checking account when the capital funds are received from the State under that specific Emergency Funding request. The books will show the \$16,900 received from the State as an approved Capital amount dedicated to the Emergency Preparation program. Jan Angel newsletter describes private water wells issue is holding up State's Capital Budget. Jim feels that the funds (when released) will cover this, but at this time, we should put the money forward to purchase the bladder. We have garnered \$1500 in donations for Emergency Prep so far this year.

Next meeting is on Oct 12, 2017

Meeting Adjourned at 8:45 PM.

Respectfully Submitted by Gina Olson, FICRA Building Trust Secretary