

Alano by the Bay
Board of Directors Meeting Minutes
January 14, 2017

I. Call to Order and Attendance

Chairman Bob Eichenlaub called the meeting to order at 1:05 p.m. All Board members were present: Peg Brace, Bob Eichenlaub, Candy Kniffin, Lisa Molmen, Eric Pearson, Lynda Rothermel, Erin Taylor, and Linda Tracy.

II. Minutes from Last Meeting

Minutes of the December 10, 2016 meeting were approved as written.

III. Treasurer's Report

Lisa, as outgoing treasurer, gave the Fourth Quarter Financial Report for 2016. It was accepted.

IV. Ongoing Business

a) Logo

The “dark” single-color version of the logo was approved by the board. Bob will send a .tif file out to all members for ordering stationery, etc.

b) Membership Mugs

Cost for mugs with logo is about \$1.25 and Bob has a good label maker to put names on. We don't need to report this as “goods or services” on membership letters (for tax purposes) because the mug belongs to the club. A budget of \$200 was approved for an order of mugs and a pegboard or other means to hang them near the coffee table. Bob will follow up to get this done.

c) Door Sign with New Logo

Bob will have his sister make up another door sign using the new logo. This will not cost the club.

d) Membership Envelope

For collecting dues and member information, the board discussed a plain envelope with a form printed on the front, or a long-flap envelope designed for return mailing, which would conceal the member's or donor's information. Lisa will get pricing for about 200 pieces of each, finding out what size order might give us a price break, and bring the information to the February meeting.

e) Alcathon

Attendance was good for the New Year's Eve Alcathon, and people seemed to have a lot of fun. There was way too much food; we can skip the ham next time. Taco bar was very popular. Costs were about \$225 all told. We should put out a donations bucket or basket.

f) Social Functions – Regular Date

New dates for social functions were discussed but no conclusion was reached.

V. New business

a) Annual Meeting

The Annual Meeting was set for February 25, 2017, at 6:45 p.m. (following the 5:30 West End AA meeting). It will be short, immediately followed by game night. The board approved a budget of \$100 for this event. We will need to notify all members of the meeting as well as posting it on the club board.

b) Officers

We will need to replace Charlie as Vice Chair. Members (or potential members) who might fill this role should be approached about it. Officers are elected by the board of directors at the membership meeting. All the offices originally started with one-year terms are up for renewal: Chair, Secretary, Membership Chair and Fundraising Chair. The new terms will be two years in length, since the purpose of one-year terms was to stagger the election of officers over alternating years.

c) Movie Library

We need some way for members to return movies borrowed from the video library. We could put a slot in the locked closet door. Bob will discuss this with the landlord.

d) Closet Lock

Bob will make closet keys for Lynda, Candy and Erin.

e) Bylaws

Peg suggested we change the bylaws, which currently require all checks to be signed by two people. For ease of operations, we could allow checks to be signed by only one person (which is all the bank requires, regardless of our bylaws) and have the board approve all checks over \$200 except the monthly rent check. Bylaws changes require approval by 2/3 of members attending.

f) Membership Renewals

Lynda will draft a letter reminding members when their dues are up for renewal and send it to the group. We want the letter to encourage people to continue their membership.

g) Decorative Holiday Lights

Someone took them down and the social committee wanted to keep them up. We'll put them back up when they won't be associated with Christmas.

h) Tax Receipt Letters

They could use a personal touch – Bob will go through them and write notes.

i) Parking

The Post Office has been unable to deliver mail to tenants at times, because people have been parking in front of the mailboxes. We will try to keep an eye on this and mention it to people when necessary. The mailboxes are in a row along the side of the lot.

VI. Adjournment

Bob adjourned the meeting at 2:10 p.m.

Minutes submitted by Lisa Molmen, Secretary

Attached: 2016 Fourth Quarter Financial Report