



Phone: 360-683-6806
Fax: 360-683-5684

921 East Hammond Street
Sequim, WA 98382

www.shipleycenter.org
info@shipleycenter.org

BOARD MEETING MINUTES
August 13, 2019

BOARD MEMBERS PRESENT: Margaret Cox, Nancy Baer, Russ Fish, Margot Hewitt, Joan Hull, Judy Lange, Virginia Smith, Mimi Sutton

Excused Absence: Miriam Spreine

Visitor: Cindy Crossman, a potential board member, was introduced.

Staff Members: Michael Smith, *Shipley Center* Executive Director; Beth Barrett, Trips Coordinator

CALL TO ORDER: The meeting was called to order at 2:05 pm by Margaret Cox, President.

Nominating Committee Report: Nancy Baer and her committee have interviewed two potential board members and discussed two others. Dan Carter will collaborate with Shamyia Waters but not be a board member. There was discussion about the value of adjunct members (not board members) attending the board meetings.

Don Gerber, who recently resigned, had held position 3 that expires at the end of 2019.

John Ramos, who recently resigned, had held position 4 that expires at the end of 2020.

Rena Blank, who recently resigned, had held position 11 that expires at the end of 2021.

MOTION: Nancy/Margot moved and seconded that Myrna Martin and Russ Fish be appointed to Board Positions 3 & 4 respectively.

The committee is working on finding an appointee for position 11. Margot Hewitt, position 1, will not seek re-election this fall. The Nominating Committee is seeking additional candidates to run this fall for terms starting in 2020.

MOTION: Nancy/Joan moved and seconded that a Strategic Planning Committee be established with Jean Kipper as chair. Passed unanimously.

Minutes: The Minutes of the July meeting were accepted as e-mailed. Notes and letters of appreciation were read from The Irrigation Festival, Sequim City Band, First Step Family Support Center, and scholarship recipients Willow Williams and Riley Cowan.

Treasurer's Report was presented and accepted.

STAFF REPORTS

[Copies of all written reports are filed with these minutes.]

Program Director: Michael Smith gave a verbal report on scheduled events such as the partnership with Tim's Place, and advertising.

Trips & Tours: Beth Barrett reported that July was a good month, and \$1100 additional income will be received from the Lavender Festival.

Executive Director Report: Michael Smith reported on nine projects that have been completed or are ongoing. See written report.

Baywood Village Report: The report was prepared by Deb Hudson and presented by Michael Smith. The large water tank is scheduled to be cleaned, and residents have been notified that they will be without water for some hours.

COMMITTEE REPORTS

[Copies of all written reports are filed with these minutes.]

Nominating: Nancy Baer reported that the slate of Board Members must be ready for the election in October. A couple more potential board members need to be found.

Fund Raising: Margaret Cox reported that \$674.19 was the net profit from the OTA Scone Sale. The Clothesline Fund Raiser brought in \$5308. The Benefit Sale up to August 13 had made \$17471.12.

It was agreed that next year it might be better to change the date of the Benefit Sale to later in the month. There was also a discussion of additional ideas for future fund raising.

Volunteer Coordination/Social Events: Mimi Sutton reported on upcoming events. The annual Luau will be on August 27. The New Members Welcome will be September 20. The next Friday Art Walk will be October 4. Octoberfest is coming on October 10.

Margaret also reported that Shipley Center's 11th Annual Open House will take place on September 12, 1:00-4:00 pm. She requested that board members try to be in attendance to take community members on tours around the Center. She asked board members to each contribute one item (new or used) to be used for the free Door Prize drawings.

New Building Committee Report: See Joan Hull's Building Committee Report. It is hoped that by the September Board meeting it will be possible to vote the final building plan so civil and structural engineering can be done.

Crafts: Judy Lange reported a total of \$156.00 in crafts sales in July. Only \$16 came in during the Friday Art Walk. Therefore, it does not seem valuable to continue to offer crafts for sale during upcoming Friday Art Walks.

Physical Plant and Safety: Russ Fish has agreed to replace John Ramos as Physical Plant & Safety officer.

NEW BUSINESS

MOTION: Joan/Judy moved and seconded to remove Donald Eugene Gerber and Roenah Marie Blank as Authorized Agents/Trading Officers on TD Ameritrade Brokerage Account Number 427-002301, effective immediately. Passed unanimously.

MOTION: Joan/Judy moved and seconded to add Board Treasurer Miriam Louise Sutton, and Board President Margaret Louise Cox, as Authorized Agents/Trading Officers on TD Ameritrade Brokerage Account Number 427-002301, effective immediately, and to retain Executive Director Michael M Smith as Authorized Agent/Control Person on said account. Passed unanimously.

Adjournment: Margaret adjourned the meeting at 3:37 pm

Next Board Meeting: September 10, 2019, at 2 pm.

Respectfully submitted,

Virginia Smith, Secretary