

Anchors Aweigh Club, Inc.
Steering Committee Meeting
Minutes of April 26, 2016

Meeting called to order at 6:45 pm by Steve I.

Serenity Prayer

Steering Committee Members present: Secretary Katie F, Treasurer Tom G, Lori M, and Vidal.

Board Members absent: Nathaniel L, Joe P and Lee McM.

Also present: Club Manager Tim B, Ruth C and Robert F.

Chairman would like to thank Tom G and Katie F and Club manager for their participation in the interview process of Office Manager Position.

Minutes of March 22 read and approved.

Club Manager's Report: Tim B: Due to the inconsistent supply of counter volunteers, Club Manager's hours will now be 6am-2:30 pm M-F. Counterman Mickey hours will be 2:30 pm till closing T-F, with Board approval.

- Motion by Lori M. to increase Mike's hours by 4 hours.
Seconded by Tom G.
Motion carries.

Monday evening and weekends are currently covered by reliable volunteers.

Office Manager's Report – As per Steve I.

Attendance Survey was completed with help from Judy B. It's in the office for viewing.

- Membership List (as of 5th of month) 58, up 1 from last month.
- Utilization Report: 4,901

Finances: Profit & Loss

- March deposits: \$7,381.99
- Budget for March
- End of Month Checking Balance: \$13,002.37 (\$16,390.00 paid toward roof repair).
- End of Month Budget Balance:
- End of month Mortgage Balance: \$112,451.83.

Treasurer's Report – Tom G. Thank you Steve I for the good work in covering the day-to-day office operations in absents of an Office manager.

Grant Report Joe P.

- Klaus-Murphy:
- Sherriff's Grant: Tom G and Steve I attended meeting, AACI was awarded \$5,667.39 to be applied toward reimbursement of utilities and insurance.
- United Way: Ask Joe P.
- HSAB: Completed by Steve I. and Tom G. Application submitted.

Fundraisers: Lori M.

- September 10th, Harvest Dinner at St. Paul's.
- St Paul's will be the venue for the Holiday Silent Auction. Friday December 2nd 2pm-7:30pm and Saturday December 3rd 9am-12pm.
- April, month long 50/50 raffle, \$1 per ticket, 6 for \$5.
- Meditation Sail TBA. Will contact Shawn from Sebago.
- Note for future fundraising event: Diligence due in conflicting schedules between Club House and other groups participating in their own event during the Holiday Train Ride.

House: Mike L.: Waiting for roofing materials delivery.

Garden: Thank you Ed R. for all the hard work and tender loving care given to the garden.

Governance: No Report

New Business/Unfinished Business:

Discussion among Board Members regarding (4) applicants for Office Manager Position.

- Motion by Tom G. 'Authorize Steve I. to contact Nancy R. Cooper to hire her for position of AAI Office Manager.

Seconded by Lori M.

Motion carried. Steve I. will meet with Nancy C. this week for finalization of hire.

Tom G. will contact Tom Swain, prospective for candidate for Seat 4 Class A. .

Tabled till next meeting: Steve I, seek advice from Community Foundation of Florida Keys regarding Standardized Book keeping (best practices).

Next Board Meeting May 24, 2016.

Adjourned 7:40 PM

Respectfully Submitted,

Kathleen S Ford, Secretary AAI