

## **AACI Steering Committee**

### **Minutes**

**2/28/2017**

Board members present: Tim, Tom G, Tom S, Sandy, Beth, Vidal.

Staff present: Nancy and Debbie

Minutes: Tom G opened the meeting at 6:50 with the Serenity Prayer. Minutes from last month were voted to approve with no changes.

Club Manager report: Debbie B gave the monthly report. This is her first month as the Club Manager and she thanked the board for the opportunity. Off to a good start with some challenges in covering certain shifts. Volunteers and staff are covering morning and day shifts well, but evening shifts have been more of a struggle especially if someone is ill. Nancy is working on getting more volunteers or community service people to assist with maintenance tasks.

Office Manager report: Nancy gave an informal report. She apologized for not having a written report but this past month has been spent with getting the books for 2017 and closing out 2016. She thanked Tom S. for all his help and the many hours of volunteering he has put into the work to get the books in order. Tom will be finishing the training of staff this evening. Nancy requested a membership drive. Dan discussed how this has been done in the past and encouraged Nancy to make sure we are getting e mails on all members to send out notice of renewal. Steve agreed to chair a membership drive with Beth and Tim(?) assisting.

Garden: Chris received a donation of orchards and they have been planted throughout the garden. Everyone agreed how beautiful they were.

Treasurer's report: Tom G. handed out the bank balances including the mortgage balance. EZ Business balance is \$17,091; Smart CD (Building Fund) is \$30,318; Prudent Reserve is \$20,094; Iberia Bank is \$33,796; Iberia Ins. is \$11,454 (Ins paid today); Mortgage balance is \$95,334. A conversation was held discussing if the Building Fund was "Restrictive" and if so, exactly what is the fund allowed to cover. There was a consensus that this fund is restrictive to building capital expenses only, possibly to be held as an emergency fund for hurricane damages. Nancy was asked to look for grant documentation from 2007-2008 to determine what the specific restrictions were to these funds and report at the March Steering Committee meeting.

2016 Expenses and Revenue Report is complete and was shared with the board as part of the List of Schedules shared by Tom S. 2016 ended with a Net Cash Flow of \$17,908.

2017 Budget Plan: Tom S. shared the budget that he and the Finance Committee recommend and the backup documentation to the revenue and expenses. Budget was voted on and approved.

March Fundraiser: St Patrick Day Dinner. Kenny will chair. 7 am Get the Worm is sponsoring it for the Club House. Date will be announced but most likely Friday 3/17.

Board nominations and voting of officers: Steve and Dan were voted in as members with the ninth member still being needed. Officers were nominated and unanimously approved:

Dan: Chair

Tom G. Remains Treasurer

Steve: Secretary

“Burn the Mortgage” initiative: Dan asked the board for support to use the \$33,796 in the Iberia account and the \$17,091 EZ Business First State account plus raise the balance to pay off the mortgage by the end of March. The board agreed this was a great goal and will support these efforts in any way possible. Dan has approximately \$27,000 in pledges or donations which leaves a balance of less than \$18,000 to raise. Weekly updates of the balance will be given at each of the Club’s meetings with encouragement of donors to give by end of March if possible. Paying off the mortgage would leave AACI in solid financial position for 2017. Dan also suggested that once the mortgage was paid Mary Ann has agreed to do a Strategic Planning session with the Board.

Meeting was adjourned at 8:15 after a discussion of salaries and responsibilities of the Club Office Manager. A special meeting to further this discussion was set for Tuesday 03/07/17, at 7:00 p.m.

Respectfully submitted,

Stephen Isherwood, Secretary A.A.C.I.