

Anchors Aweigh Club, Inc.  
Steering Committee Meeting  
Minutes of the March 25, 2014 Meeting

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

Chairman's Welcome

Serenity Prayer

Steering Committee Members Present: Chairman Steve I., Birch O., Katie F., Dan R., Joe P., Pony C. and Vidal. Also present were: Office Manager Judy B., Club Manager Mark S., Tom G. and Nathaniel L.

The minutes of the February 25, 2014 were reviewed and approved as submitted.

Club Manager's Report – Mark S.

- The roof no longer leaks. Gary the Carpenter suggests a maintenance schedule every 6 months at a price of \$400 per visit. Motion by Dan R. to approve \$400 fee per schedule. Second by Birch O. Motion accepted.
- Shed plans have been submitted and reviewed. Mike L. will be doing the work.
- Ceiling tiles have been replaced. Mold has been treated
- Motion detection cameras are up and running during closed club house hours.
- In regard to coffee passes which cost \$25 for a month for unlimited coffee, Marks would like to install a policy to make coffee passes available to paid club members only. Motion by Dan R. to read 'Paid club house membership a requirement for Coffee pass purchases'. Second by Vidal. Motion is accepted. Membership has its benefits, coffee passes and voter privileges to name just two.
- Membership is down. Vidal suggests announcing membership drive at opening of meetings.
- Volunteer staff running smoothly.

Office Manager's Report – Judy B.

- Membership List – 64, down 11 from last month.
- Utilization Report: 5,893, down 813 from last month. Avg. per day 210. Last February 4,815, February 2012: 5,619.
- Year-to-date utilization is 12,599 vs. 11,002 last year.

Finances:

- Profit and Loss: Net income for February: \$9,120.55
- Budget for February: \$11,451.41
- End of Month Operating Account Balances: \$27,327.55.
- End of month budget balance was \$29,467.75

Progress for this Month

- Finished the Solicitation of Contributions Annual Registration and sent it off. Received confirmation back that it's OK as submitted and so we're good to go for another year.
- We are using Mercury to marry our Credit Card function with AccuPOS and Iberia.
- Answered another inquiry from IRS regarding our lack of reporting salaries for 2011.
- Wrote the job descriptions for Clubhouse Manager and Office Manager.
- Plans for next month.
- Apply for the \$5,000 from HSAB
- Write the job description for Counter Person.

House Maintenance Report – Mike L. See Club Manager's Report.

Fundraising – Pony C.

- Spring Fling coming up April 19<sup>th</sup> 1pm-4pm.
- Meditation Sail in May. Date TBA.
- Club house received \$853 rebate check from GSF.

Treasurer's Report – Birch O. See Club Manager's report.

Committee Reports:

Grant Report – Joe P.

- Waiting on Klaus/Murphy.
- Sheriff's Grant meeting moved to June 18<sup>th</sup>. Steve I. will attend.
- HSAB Grant: Motion by Steve I. to authorize the submittal of a Monroe County Human Services Advisory Board 2015 Grant Application of the Anchors Aweigh Club Inc. Second by Dan R. Motion accepted.
- Motion by Steve I. Authorizing drafting of a letter to be submitted by Joe P. as part of the Monroe County Human Services Advisory Board 2015 Grant application. Second by Birch O. Motion accepted. Additional programs provided by the Clubhouse to be included in letter submitted by Joe P., the Guidance Center's Offender Re-entry Program is sharing office space and equipment with the Clubhouse, HIV testing being done at the clubhouse 1pm-4pm every Wednesday, Back- to- Basics 12-Step workshop held on Monday nights to commence for 1 year and C/A meetings on Thursday nights. With additional work shop space available.

Governance – Dan R.

- We have a N/A member that would like to serve on the Steering Committee to complete Buff G's term. After introductions, a motion was made by Dan R. to appoint Nathaniel L. to the AACI Steering Committee. Second by Birch O. Motion accepted. Welcome Nathaniel.
- Birch O. announces that he will be leaving on a sabbatical for about one year and would like to nominate Tom G. as his replacement on the Board. Agenda item for next month.
- BP claim under review.

Garden Report – Being cleaned by volunteer Jethro and donation of fence panels by Attitude Adjustment.

New Business:

- Election of new Board Member, Nathaniel L.
- With regard to deceased member's ashes being scattered in garden. Tabled for further discussion.

Meeting adjourned at 7:38 pm.

Respectfully submitted,

Kathleen Ford, Secretary, AACI