

Anchors Aweigh Club, Inc.
Steering Committee Meeting
Minutes of the November 19, 2013

Meeting called to order by Chairman Steve I. at 7:20 PM. Following elections of Board member Seats 6 & 7. See Election Minutes. Chairperson's welcome to Members and guests, followed by the Serenity Prayer.

Steering Committee Members Present: Steve I., Birch O., Dan R., Arlette W., Mike G. and Katie F. Also present were: Club Manager; Mark S., Office Manager; Judy B., Lori M., Chris S., Peter D., and Buff G.

October minutes were read as submitted by Secretary, Katie F.

- Birch O. made a motion to accept minutes. Dan R second. Minutes were accepted.

Club Manager's Report- Mark S.

After extensive research, we can install a security system camera to come on during the hours the club is closed. Viewed via the internet, by Board members, for around \$300 installed as discussed at the October SC meeting.

Birch O made a motion to approve purchase and installation of security camera. Second by Dan R. Discussion to follow. Motion accepted.

- Fantasy Fest night porch sale was cancelled. The club was opened 24 hours .
- Thanksgiving Dinner planned.
- Spanish speaking meeting planned.
- Update on benches in the AA room: They are very pricey, \$6,500, still researching.

Office Manager's Report- Judy B.

- Membership List – 72, up from last month.
- Utilization Report: 5,970 up 604 from last month, Ave. per day: 193.
Last October: 5,523, October 2011: 5,436
- Year-to-date utilization is 53,657 vs. 51,716 this time last year.

Finances:

- Profit and Loss: Net income for October: -\$1,690.70
- End of Month balance: Checking: \$22,151.31.
- End of month budget balance was -\$3,305.71.
- Extra expenses included Waste Management for yard waste removal and one time phone charge to change service.
- Fund raisers; none.

Progress for this Month:

- Worked on the Policies and Procedures Manual
- Worked on the 2014 Budget.
- Researched getting credit card receiving ability at the counter.
- My recommendation is to go with the Iberia Merchant Account. Book keeper, Kathy M. concurs as does Finance Committee

➤ Motion by Birch O to approve Iberia Merchant Account as Credit Card Server. Second by Arlette W. Motion approved.

- Recommends minimum purchase of \$5.
- Set up the Conch Tour Train for Saturday, December 14th. Tickets: adults \$15 and child \$5. Train leaves 5:45 PM. Steve I. volunteers to be Santa.

Treasurer's Report: Birch O. See Office Manager's Report.

Committee Reports:

House maintenance Report: Mike L. Absent, Steve I., nothing to report.

Garden: Chris S.

Still waiting for shed plans.

Fundraising-Pony C.- Absent. Buff G. has offered his services on this committee

- Buddy Pass Run in February.
- The Holiday Gift and Yard Sale: Katie F. Event venue: St. Paul's Parish Hall December 6 & 7. 8AM-? Birch will rent a U-Haul to move sale items from storage. Thank you to those Board members who offered to chip in for cost of the truck.
- Judy B. has graciously taken the lead on the Silent Auction.

Governance: Dan R.-

- Donor development letter, let's begin sending this letter out.
- Would like to revisit the writing of the By-Laws regarding the prudent reserve funding and revisit vote requirements to change By-laws from two-thirds membership requirement to read 100% unanimous Board approval if two-thirds membership unavailable. Either/or.

Grants: Joe P.

- United Way Grant
- Sheriff's forfeiture Fund is under way.
- HSAB: Awarded \$5,000 waiting for utilities to reach this amount to apply.
- Klaus Murphy:
- CFC:
- Smither's Foundation:

Unfinished Business: Newsletter TBA

New Business: Chris S suggests getting e-mail addresses from all paid club house members.

Meeting adjourned 8:40 pm.

Respectfully submitted,

Kathleen F.

Secretary AACI 2013