

**AACI Steering Committee
Minutes
July 25, 2017**

Steering Committee Members Present: Dan R., Beth B., Bryan M., Tom G, Tom S and Sandy W.

Staff Present: Nancy Rose C. and Karl C.

Members Present: Chris S., Charlie B., and Mike L.

Meeting was called to order at 6:47 pm by Dan R. followed by the Serenity Prayer. A vote on approval minutes of June 27, 2017 was initially delayed until quorum, but passed with no changes.

Officer Manager's Report –Nancy Rose:

- 4,860 Attendance in June, slightly down from the 2016 Attendance. 96 current Club members, sold 6 new annual memberships and 5 new monthly memberships, 10 coffee passes sold.
- Group rent received \$4,285.59, with no further contribution in June towards Burn the Mortgage campaign.
- Director and Officer Liability insurance paid of \$812, savings of \$132 from previous year.
- Plan on paying Windstorm insurance of \$3,599 on 8/15/17.
- Submitted receipts to the Sheriff's Fund.
- Switched payroll company to SAGE saving \$39 per month and expecting improved accuracy.
- No fundraisers in June.

Club Manager's Report-Karl:

- Day to day continues to run well, but did make some adjustments in regular volunteers. Adequate number of volunteers, getting 3 new ones to start in June.
- Not sure who trimmed the back trees, as they were chopped inappropriately but will try and find out and watch closely.
- Karl's vacation has been postponed.
- Karl continues to use the spread sheet to list tasks and timing of tasks.

House Report-Mike L.:

- Cleaned the canopy in the garden and will make minor repairs to it.
- Spoke with Ron at the Building Department about front ramp and will be doing "maintenance" to it to repair and replace damaged materials. Materials, Labor and permit is estimated to be no more than \$1,225. A unanimous vote was taken and passed to allow these expenditures.

Treasurer's Report –Sent by Tom G.:

- Iberia Bank \$14,049.53 Operating account; \$13,240.26 Insurance Escrow and \$43,053.03 Mortgage balance.
- First State Bank moved CD to operating expense; \$30,318.63 (Building Emergency Fund); \$22,195.79 (Prudent Reserves)
- Tom S. presented preliminary forecast reports that indicate we are behind in our projections and need to reassess when we can pay off the mortgage;
- Dan and Tom want a Finance Committee before next Steering Committee but the exact date was not set.

Committee Reports:

Fundraising – Charlie report:

- The Anonymous Angel event is set for 11/18 3-7pm. Plans will be to expand the buffet with a cost at the door. Looking at marketing options. Dan is still looking for the passcode to update Face Book for this event. Chris brought up how successful past events were and possibly doing one the first week of December may be a better time to encourage more participation. Dan encouraged Chris to join the Fundraising Committee.
- Still waiting on date for the Meditation Sail.
- Will approach Lori about doing a Harvest dinner again this year.

Governance – Dan R.:

- Committee met and finalized job descriptions and Dan went over the changes with the Steering Committee and members.
- Dan asked Karl if he is making progress on the volunteer staff checklist. Karl reported this one done and still working on Club Manager list.
- A discussion took place regarding whether we were purchasing cameras and it was generally thought that we should purchase the one that monitors the front as soon as possible but the Governance Committee would work on a general policy for the cameras before any others were purchased.

Garden – Chris S.:

- She continues to add plants were put in place in garden.
- Intense heat is drying out plants so she requested they be watered more often.
- Chris would like to keep exploring an irrigation system that works including finding out the cost, maintenance etc. for consideration. Dan agreed to consider who had looked at this in the past and get a quote.

New/Unfinished Business:

- We still had 3 open Steering Committee positions. Tom G. nominated Chris S. who was a past board member and is an active current member. Unanimous vote to put Chris on the board for seat #10.
- We still have 2 Steering Committee positions open.

Meeting adjourned 8:00 pm. Minutes submitted by Beth B.

