

## Minutes of 11/13/2019 Board of Directors Meeting

**Board Members Present:** Darlene Ference, Barbara Plonski, Mike Albarelli, Susan Staples Smith, Dan Weir, Pete Levesque, Allen Gould, Dick Ficke, Barry Chisholm, Dan Andrews

**Members present:** Roger Aubrey, Dick Check

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**Call to Order-** The meeting was called to order at 5:34 p.m. by Darlene Ference at the Abenaki Trail restaurant.

**Motion** to approve the minutes with the following changes from the October Board Meeting by Dan W. with a second by Dan A. All in favor. (October minutes now reflect these changes on our website)

Change President's Discretionary to \$543 to balance budget

Change from \$48 to \$42 per quarter for web hosting

Possible new line item for Crime Insurance at \$145 annually (protect club from theft by volunteers) – Dick Ficke said Angels and Elves would pay this to avoid adding to budget. This is now being absorbed in club budget.

The last half hour was spent in a frank discussion of the direction of the club. Remove the word "frank"

Remove the following listing as the individual events were not mentioned at meeting: 10 nights we do not discuss club business, service projects, fundraising projects and youth reports because we are attending:

Golf with Rotary

Installation

Fryeburg Fair

Holiday Party

Key Club Spaghetti Dinner

Dine Around

Feast of the Valley

Kiwanis Family Day

Passport Book Rollout

Key Club Banquet

The board received and discussed the Treasurer's Report for this month and last. Allen made a few comments. The Administrative budget is now at \$2000 as the dues have been paid. Figures for Fryeburg Fair Coffee Booth project are now complete. We are still waiting on figures for Autumn Express Train Ride. He explained a new report: the four-year profit and lost statement that the board had requested.

Janice mentioned that the \$2500 grant received for the I Plan did not show in the grants section for the 2016-17 year. Allen explained it was netted out. Janice mentioned that the big ticket items spent as part of the Asset Allocation initiative were not broken out. Dan A. said past minutes would reflect those. Susan said the Asset Allocation Committee made regular reports to the board. Roger asked what was our return on investment of invested funds. Allen said member George Fredette who manages our funds makes a report to the board annually on this.

**Motion** to approve new Administration Budget by Pete and Dan W. All in favor.

Barbara Plonski reported that she has collected all needed signed Conflict of Interest forms from board members.

A donation of \$100 was received from Northledge Technologies, Inc. as part of the Wentworth Ball.

Gap Years – Allen asked the board to consider letting the Scholarship Committee review applicants who request funding for gap years thus freeing the board from getting involved at this level of detail. He said the committee could also

develop application guidelines for the applicants to meet like acceptance at a college, letters of reference, transcript, etc. The committee would then ask the board to fund gap year requests from unallocated funds considered worthy by the committee.

Dick Check asked if the Scholarship Committee should have a separate fund for gap years. For 2019-20, the board would have to make the final decision as there is no line item for gap years in budget. In the future if the approved budget includes a line item for gap years, the committee would not have to come to the board each time but would approve scholarships as they now do in June. Historically gap year requests have been funded from unallocated funds.

Allen will meet with the Scholarship Committee who will come up with guidelines and report back to the board.

Darlene reported that the Nov 9 Photos with Santa project took 136 photos including two dogs and one shopping group of 13 women.

Ralph Lutjen and Janice will work on an audit cycle that matches our budget year.

Darlene mentioned the work Diane Gamache did with the K Kids in the Veterans Day parade and the caroling project which will involve multiple K Kid clubs at the tree lighting event.

Darlene mentioned that members need to revisit the I Plan for a status check on how we are doing.

Mike asked how the Vaughn Center should ask us for assistance. He was told to ask them to put their request in writing. Dick Ficke said Angels and Elves would offer to donate excess clothing to the Vaughn Center.

Dan W mentioned that our Mouth Guard program for high school athletes will have its first day at Fryeburg Academy on November 15. There will also be a spring program.

The next board meeting is December 11 at the Eagle Mountain House.

**Motion** to adjourn by Dan A and Pete at 6:27 p.m. All in favor.

**Summary of Expenditures** (this is being added to Minutes each month to assist club auditor)

\$500 Laura Foundation for Halloween Town

\$1000 John Fuller School for Sea Perch ROV program

\$500 Replacement for lost check to M&D Playhouse

\$500 Project Graduation 2020

\$100 Conway Humane Society in Memory of Richard C. Smith, from President's discretionary line item

(Except for the last item, all of these are budgeted items included in the 2019-2020 budget year and written requests were received for each)

