

Fishline Board Meeting Minutes (November 10, 2018)

In Attendance: Sharon Stiles, Becky Hall, Kim McKoy, Karen Timken, Tom Eckmann, Nick Johnson, Judy Dougherty, Judy Granlee-Gates, Michael Philbrick, Becky Erickson, Bruce McCain, Caroline Perisho, Tony Hinson, Stewart Grogan.

Excused: Betty Herman, Tracy Russell

Guest: Mark Timken

Meeting was called to order at 5:00 p.m. on November 19th, 2018 in the Fishline Conference Room. Introductions were made.

Transforming Lives Project:

Tiger Team was disbanded and building agreement for insurance was signed.

The grand opening celebration was a huge success. Great weather. No accurate headcount but several hundred people in attendance. There was just enough food for all. The dental program was a standout and is something Mary will promote even more. Went well.

Staff members were recognized and provided with bonus checks.

Construction Closeout Punch List:

Most things are complete. Still an issue with noise. HVAC system problematic. Defective motors replaced. Compressor for cold storage needs to be craned off the roof on the North end of the building. Electrical issues addressed. Gas connection needs modification to work with generator; Cascade Natural Gas is working on the issue. Anticipated that on the 15th of December official notice of occupancy will be provided. Signing the completion document will shift the insurance over to the new facility.

Motion to approve expenditure up to \$12,000 to move cold storage compressor made by Judy and seconded by Nick. **Unanimously APPROVED**

Final Project Financial Report

New building cost paid entirely with funds raised through capital campaign and internal sources. Fishline did not have to draw on First Security Bank construction line of credit. There's potential for two additional project-related capital costs: 1) purchase of land for parking; 2) improvements to Annex in support of new uses (TBD). It's been determined that land for parking can be separately financed and that Fishline should have adequate cash reserves to pay for Annex improvements. Based on these findings, the following two motions were voted on:

Motion by Nick Johnson, seconded by Judy Granlee-Gates, to borrow \$100,000 from FSB credit line to hold in reserve for annex projects. **Unanimously REJECTED.**

Motion by Judy Granlee-Gates, seconded by Nick Johnson, to close FSB construction line and convert balance to term financing at a fixed interest rate. **Unanimously APPROVED**

Executive Director's Report:

Mary indicated that there is a "New Culture Adaptation" for office set up. For the most part staff are happy except for the challenge with some staff downstairs and others upstairs. Not all staff like that situation. Mary believes it is an issue that will work itself out in time.

Secured enough turkeys to give out for Thanksgiving.

Leadership Kitsap project will get a good faith hearing about their proposed project.

Treasurers report:

Becky reminded us that the financials were sent out on Friday. Contributed income year over year is way up. Motion on budget by Karen seconded by Judy Granlee-Gates.

Auction:

Karen reported the committee held no meetings in October and November, but work was being done all along. Ticket sales not yet where needed, with around 100 sold to date. Promotions and reminder cards going out. Adding auction link to main website. Nick tested and said it was not live but he got it live on the spot. Sponsors will be lower than last year, and are currently at \$23,500. Need more donations especially high-end items. A robust discussion about Raise the Paddle occurred with an overall agreement to be children and youth focused. Tony gave example to perhaps follow from the Kitsap Human Society auction where the video of two amputee dogs were voiced. Very compelling and drew huge response from audience. Discussed that all other funds raised at the auction are best used as general funds.

CSC Operations Update:

Mary stated that the communication between Fishline and the service providers needs to be strengthened, particularly concerning providers not showing up or being consistent. Expectations need to be reset. Judy G suggested that marketing the services via a flyer in client grocery bags could call attention to available services. Bruce asked if a new compressor could be purchased. Mary indicated she would look into it.

Human Resources Update:

No updates from Judy D. other than brief thank you to Mary. The Executive Director hiring process to be discussed once Mary is excused from the general meeting.

Marketing/Website:

Nick caught the fact that the auction link was not live. Still seeking a lead for marketing on the board. Encouraging board to start using teams. Stated he will give one more year of board service but Rotary presidency is coming up for him in a year and he will need to move off to focus there.

Salesforce:

Michael indicated that the project is in a fine-tuning stage with not many additional modifications needed except testing. The testing will take weeks and will be a very intentional process.

Board Development:

No official report provided. Bruce indicated that his term is coming up and he would not be renewing his board membership. Said he would volunteer in the warehouse. He was thanked and praised by board members for his dedication to, and hard work on, the building project

President's report:

Discussion about the Leadership Tomorrow proposed project with the understanding that Mary will continue to gather information. Still needing to determine where Fishline will play in housing. Second Season currently brings in nearly enough funds to cover general operations annually.

Adjournment:

Meeting adjourned at 6:45 for executive session.

Respectfully Submitted by Kim McKoy