

**Redwood Coast Senior Center**  
**Board of Directors Meeting, April 27, 2016 10:30am**

**Board Members Present:** Claudia Boudreau, Robert Bushansky, Rick Banker, Zomala Abell, Michael Carroll

**Staff Present:** Charles Bush, Executive Director; Deborah Fulmor, Volunteer Coordinator

**Call to Order:** Meeting was called to order at 10:30am

**Bushansky** Moved to accept Michael Carroll as a new Board member, Banker 2nd, Passed.

**Approval of April Agenda:** Amendments: Add closed session as separate item in the Agenda; amend next month's meeting day/time; election of new Board member. Bushansky moved, Boudreau 2nd. Passed.

**Approval of February Minutes:** Boudreau moved, Bushansky 2nd. Passed.

**Financial Report/Finance Committee:**

**Boudreau** Donations still down. Bush continuing to verbally stimulate the lunch population and note the deficit on the daily board. More ideas to come. Question: how do we know how much money is enough? Bush explained cost vs. income estimates. 5830-donations in kind. Discussion of food supplies vs. raw food cost. Does the kitchen keep a 'waste log'? Note: financial report is cumulative as opposed to monthly. Recommendation to do annual monthly comparison instead.

Bushansky moved to accept, Banker 2nd. Passed

**Executive Director Operations Report:**

**Bush** Report Submitted. Highlight AAA audit. Banker asked for info on Organizational Management. Absences explained re: delay in implementation in reorganization plan. Contract funds look good. Other fundraising efforts are undergoing discussion. Tax program will be invoicing United Way costs.

**Information/Discussion Items**

**Update Fundraising Events:** Bushansky previously approaching motels and hotels with promotional materials. Possible partnership with new parks and rec director for marketing. Suggests bringing the new Director to lunch to brainstorm. Dan Keyes.

**Tax Prep** \$4600 from United Way.

Website Updates – Elder Portal. Suggested to Board going on line both through rcscenter.org and 'elder portal'. “beta-testing” phase.

Spring Fundraising Mailing is going out this week.

### **Old Business**

For Bylaws, Bush is looking for specific language on Disposition of Assets and Minimum Board Members, “Whistleblowers” and “Grievance” policy for addition to the bylaws. Bylaw and Employee Manual language should be identical. Employee manual pages should be dated. 30-day period between presentation and vote.

### **New Business**

- IRS 990 is public record. Request Board vote to publish publicly on the website. Motion to post every year on the website by Carroll, Banker 2nd, Passed.
- Abell spoke to two or three people about joining the Board. Will continue.

The meeting was adjourned at 11:55am

Banker suggested moving the meeting time to last Friday of the month.  
Next Meeting 1:30pm, May 27. Also the last Friday of June 24. Deborah will post.

Respectfully submitted, Zomala Abell, Secretary