

**Attendees:** Corey Pedigo, David Mahlik, Donald Dehm, Brian Bouma, JJ Yount, Larry Hice, Joe Trembley

## **2018 Board of Directors Roster**

President – Bill Pittenger

Vice President – Brian Bouma

Treasurer – David Mahlik

Secretary – JJ Yount

Activities Director – Larry Hice

Communications Director – Joe Trembley

Conservation Director – Corey Pedigo

Education Director – Donald Dehm

Membership Director – Debbie Hill

## **Treasury Report**

January 2018

- Starting Balance - \$17,183.68
- Income - \$476.00
- Expenses - \$324.67
- Ending Balance - \$17,335.01

## **Old Business**

- David M. discussed the raffle money designation and extra fly tying material cost designation previously voted upon in the January 4<sup>th</sup> BOD meeting. For clarification, it goes to the designation for paying guest tyers at tying nights.

## **New Business**

- **Board of Directors transparency**  
Brian brought up about the topic of Board of Directors (BOD) transparency and BOD meeting minutes dissemination. The BOD discussed the need to make every effort to make known what is discussed in BOD meetings available for club members. Larry made a motion to have a public archive of BOD meeting minutes on the website, Donald seconded, Vote passed.
- **BOD common goals and deadlines**

- We should all work together for common goals instead of in individual direction.
  - 6 month goal – try our best to finish incorporating
  - 12 month – work out plans for expansion of activities, education, and conservation programs
- **Club Bank Updates**
  - We currently have a Tax ID number, but no paperwork of it's classification or origination.
  - In 2015 BOD members signed W9's with Wells Fargo. In doing so, the Tax ID number accidently switched to a personal SSN. On Feb. 14, 2018 David Mahlik switched it back to the clubs official Tax ID number.
    - We are not sure what classification the Tax ID number is, an option is to call the IRS and ask. Another option is to leave things as is, and wait for incorporation, which will start things over for us as an organization.
    - The recommendation is to keep things as is for now. All agreed
- **Budgeting/Financial stewardship**
  - All contract (storage unit, insurances, etc.) renewals should be renegotiated regularly to maintain good stewardship.
  - As we become a 501c3 organization the BOD will develop and operate under a yearly budget.
    - "Not to exceed" style budgeting
    - Larry recommends each director come up with a "dream" budget and start making plans for future budget operation. For discussion only at this point.
- **Monthly Speaker Hotel cost**
  - Brian will need to pay for a 1 night hotel stay for the March club meeting speaker, which will cost more than \$100 but less than \$150. BOD voted to approve, vote passed.
- **By Law revision**
  - Joe recommends as we update the By Laws for FFI charter club membership, that each BOD member look over the current By Laws and start thinking of other changes to be potentially made.
- **501c3 donations/grants**

- The process of requesting donations for the annual banquet should change from what it is now as we become a 501c3. Namely, TVFF will be required to give receipts.
- We should also start thinking “bigger” on who we ask for sponsorships because the 501c3 designation peaks more interest.
- We should look at grants to apply for that we would be eligible for as a 501c3.
- **Partnering with other non-profits**
  - The club members when surveyed listed some specific non-profits such as Boy Scouts and Girl Scouts along with other, that they wished TVFF would partner with. That will be looked at when we become a 501c3.
- **Incorporation process**
  - Reserve name - \$25
  - Acquire Tax ID
  - Acquire Certificate of Existence - \$25
  - Acquire Certificate of Formation - \$100
    - Send to FFI for approval
    - Acquire a physical address
  - Probate Judge
    - State Fee - \$100
    - Probate Fee - \$80
  - Secretary of State indexes the filing
- **Petty Cash**
  - David would like to have a petty cash fund. Request is for the fund to be \$250, petty reimbursements for transactions less than \$50. BOD voted, vote passed.

### **Action items**

- Create BOD meeting minutes archive on the website – Joe
- All BOD members think through their area’s potential annual budget to be presented at next BOD meeting for discussion
- Reserve TVFF name with government – Joe
- Acquire Tax ID – David
- Acquire Physical Address for TVFF – David
- Acquire a Registered Agent – Larry

- Start a petty cash fund - David