

Sequim Picklers
PO Box 3441
Sequim, WA 98382
Board of Directors Meeting
January 20, 2019
The Lodge
660 Evergreen Way, Sequim

- 1. The President** called the meeting to order at 2:17 PM. Board members present were Arvo Johnson, President; Debbie Madden, Vice President; Pam Woodruff, Secretary; Katinka Nanna, Treasurer; Christy Marazon, Director of Court Operations. Club Members present included: Sharman Owings, Denise Cordero, **Letricia Flerchinger**, and Robert Rankin.
- 2. Quorum:** The Secretary determined a quorum was present.
- 3. Secretary's Report:** The Secretary moved to approve the minutes of the November 18, 2018 meeting Seconded by the Vice President. The motion was unanimously approved.
- 4. Financial:**
 - a. Financial state:** The Treasurer reported that the club is in a good financial position. Income from the Boys and Girls club exceeds the rental costs.
 - b. Accounting Policies:** The Treasurer moved to approve amendments to the Sequim Picklers Accounting Policies and Procedures as laid out in item 12 in the 'Accounting and Treasurer Policy and Procedures Final -Rev 1 dated Dec 6th 2018' document. Seconded by the Vice President. The amendment stipulates that three bids are required for items costing \$250.00 or above. The motion was unanimously approved.
 - c. Budget:** The Vice President stated that the board needs to develop a budget by the end of May 2019 and will draw up a timeline for the process.
 - d. Copying at the UPS store:** The Treasurer's approval is needed for all copying done using the club's account. The Treasurer will ensure that UPS personnel are aware of this policy.
 - e. Federal excise tax:** The Treasurer stated that the Federal Excise Tax form has been filed.
 - f. Clallam County grant:** The Treasurer noted that the county requires a receipt for the expenditure of the \$700 grant.
 - g. PayPal:** The Treasurer will contact PayPal regarding the rates now that the club has 50(c)(3) status.
 - h. Newsletter:** The Treasurer suggested putting the newsletter out by the 7th of each month so that financial information can be included.
- 5. Scholarship Committee:** The Vice President moved to disband the committee and donate the remaining \$400.00 to the Amenities Committee toward a ball machine. Seconded by the Secretary. The motion is in line with the recommendations of the Scholarship Committee. Appreciation was expressed for the work of the committee. The motion was unanimously approved.
- 6. Food Permit:** The Secretary moved to spend \$185.00 for a Clallam County Temporary Food Service permit. Seconded by the Director of Court Operations. The permit will be good for a year and will cover the tournaments and any other events that include attendees from outside the club. The motion was unanimously approved.
- 7. Director of Communications:** The Vice President moved to accept the resignation of the

Director of Communications and to direct the Nominating Committee to search for a replacement. Seconded by the Secretary. Pending the appointment of a new **Director of Communications**, the Secretary will communicate with Denise Cordero to put documents on the website. The motion was unanimously approved.

- 8. Annual Meeting:** The date of the Annual Meeting of the Sequim Picklers was tentatively set for the 15th June. The Vice President will check the availability of the Guy Cole Center.
- 9. Lavender Festival:** It was agreed that the Sequim Picklers should help with set up and tear down for the festival (19th - 21st July).
- 10. Member comments:**
 - a. Denise Cordero** stated that the financial information was not previously published on the website. The Treasurer stated that, as a 501(c)(3) the club is obliged to make the financial figures available on request. Denise also suggested that pick sticks for litter pickup on Highway 101 are personal equipment and volunteers may want to donate them.
 - b. Sharman Owings** voiced appreciation for the Members' meetings and enquired about the dates of the spring tournament. It is set for 31st May - 2nd June.
- 11. Adjournment:** The Secretary moved to adjourn the meeting. Seconded by the Vice President. The motion was unanimously approved and the meeting was adjourned at 3:18 pm.

Tickler:

- *501c3 form 990 N due by **12/31 every year.** Action Treasurer*
- *WA State Non-profit Corp annual report due. **4/30/2019.** Action Secretary*
- *WA State Business license renewal due. **4/30/2019.** Action Secretary*
- *Federal Excise Tax due **January 2020.** Action Treasurer*
- *Agreement with City of Sequim expires **December 14, 2037.***
- *Challenge Grant requirements expire **February 15, 2027.***