

Alano Club Board Meeting Minutes

September 27th, 2023

***Special business meeting called because three new board members were appointed.**

Meeting called to order at 4:00pm.

Attendance:

- Board members present (Zoom and in person at Club): Kathleen P., Kendra K., Tom C., Kelly Y., Deb A., Luther K., Paulette J., Randy B., Richard M.
- Staff: Scott K.
- Board members and Staff absent: Richard O.

1. Introduction of new board members:

- Paulette Jacobus
- Luther Kurtz
- Richard Mueller
- These three board members were placed by the remaining members of the board after three board members resigned (John F., Janell K., and Pat M.).

2. Election of new officers

- Vice-Chair: Luther K volunteered. Deb motions, Paulette seconds, all in favor.
- Co-Secretary: Kelly Y volunteered. Luther motions, Deb seconds, all in favor.
- Deb has requested a Co-Treasurer

3. Follow-up reports from 3 committees (work groups)

a. Financial

- Scott uses Quick Books and spreadsheets. Deb will need to purchase QuickBooks for herself (\$30/month)
- Deb needs a computer. Scott offered the Club computer, but Deb doesn't use Apple computers. She said she could use her own.
- We need a new safe.
- Concerned about fundraising aspect, she would need help with this (she doesn't know donors who typically match funds).
- Suggested we check the books before we commit to hiring anybody.

b. Communications Report

- Will handle membership files, dues, coordinating with other committees, writing content for emails.
- Looking into software options.
- Will also coordinate social activities (potlucks, etc)

c. Technical Report

- Randy mentioned keeping Mike on for the website and computer/Zoom troubleshooting.
- Work group will handle monitoring Zoom room, Facebook page, Zoom equipment, website.

- **ACTION:** Kendra will speak to Mike C. about coming to the October board meeting to discuss how he can help that Club out and at what cost.
4. Direction of Club-How to move forward
- We talked about current staff expenses: BASES (\$1K per month), Richard O.- Club Manager (\$500 per month), and Linda O.-Club Cleaning (\$300 per month).
 - Begin to encourage groups to do more work for their own meetings. Service work opportunities.
 - Streamline duties right now, what is minimum board can do for the next few months...what are necessary functions that need to be completed.
 - Deb suggested finding guidelines for Alano Clubs
 - Create a list of service work for new members/meeting-goers.
 - See what other Clubs are doing.
 - Revisit how meeting rent is used.
 - **ACTION:** Add to October agenda-set up meeting with the board so everyone can be trained on how to use Zoom equipment.

Next meeting-Membership Meeting:

Saturday, September 30th from 11a-12p