



Meeting Minutes

August 15, 2022

I. Attendees

Barbara Barra, Ken Kreiling, Justin Blackman, Maureen White, Ron Gulyas, Roger Tubby

II. Call To Order

The WASCA Board of Directors meeting was called to order at 18:06 August 15, 2022 by Justin Blackman, Chair.

III. Quorum

Currently the board has seven (7) members and therefore needs four (4) for a quorum. At this meeting there were six (6) members present and a quorum was reached.

IV. Last Month's Minutes

- June 20 minutes were approved unanimously.
- July 18 meeting didn't have a quorum; minutes were not taken.

V. Treasurer's Report (Maureen)

- 990 and Audit
 - o Separated office and kitchen expenses; balance sheet changes
 - o Budget to actual 18K to 5K – 13K ahead
- Unanimous approval

VI. Director's Report

- Currently without director – no report.

VII. Committee Updates

- Job Search Update
 - o "No" from GL
 - o Assistant departs on 29th
 - o Divvy up responsibilities among the board
 - Fundraising – Lindsey; June ? – Event planner
 - Scheduling events
 - Monthly reports from committees
 - Communicate with towns – chair and treasurer
 - Monthly reporting – financials
 - External meetings (VASCAMP – 1st Wed., CVCOA directors 2nd Wed.)
 - Grant searches and applications
 - Outreach



Meeting Minutes

August 15, 2022

- Annual appeal – 4,000 letters vs. targeted appeals.
 - Mailing list discussion – grand list, prior donors, donations, new businesses
- Discussion of additional ways of advertising
- Further employee discussion will be moved to Executive Session minutes

VIII. Board Discussion

- Discuss possibility to deliver more frozen meals as a norm
- Stove hood – 20K estimate. Very hard to get anyone to work on it. Should be cleaned yearly.
- Book/puzzle sale – should this need board involvement/approval; general discussion on activities and approvals.
- 990 done, Audit done. Audit recommended every 3 years with review every year. Get on Lee White's calendar for 2022. 990 is public document – could be put on web. Give town manager copy of audit.
- Suggest having Theresa Woods for a lunch meeting with Board; town manager, other officials
- Volunteer Manual – Donna, Barbara, Ron, Lindsey, Roger need to make comments and updates. Roger to search for past copies from emails.

IX. Adjournment

Meeting adjourned at 19:57. Next meeting on Sept. 19 via Zoom.