

WASCA Board Minutes – June 19, 2023

1. Meeting Opening.

- a. Roll call
 - i. Meeting began at: 17:01
 - ii. The following Board Members were present:
Justin Blackman, Robert Seymor, Barbara Barra, Gale Badeau, Ron Gulyas, Lindsey Bolger, Maureen White, Roger Tubby, Ken Kreiling
- b. Quorum
 - i. There were 9 members present. With a current member count of 9, 5 members are necessary for a quorum; we did meet the quorum requirement.

2. Prior Meeting Minutes

- a. Previously distributed by Roger
- b. Discussion
 - i. Maybe posted too early – people don't remember
- c. Approval: Unanimous

3. Treasurer's Report

- a. Previously distributed by Maureen
- b. Discussion
 - i. BB: Concern of money flow; cash vs. accrual
 - ii. MW: also worried, smaller cushion, donations
- c. Approval: Unanimous
 - i. Questions on finances, payroll
 - ii. Suggest moving to finance committee discussions (PLEASE KEEP DISCUSSIONS FOCUSSED ON section.)

4. Committee Reports

- a. Finance Committee
 - i.
- b. Fundraising Committee
 - i. LB: Woodstock market featured as guest non-profit (Maureen and Lindsey). Discussion with Karen Nevin:
 - 1. Arts Fest July 15 – three tables reserved for non-profits. WASCA gets table/pop-up tent. Lots of board members would help.
 - 2. MW: lady designs web sites – happy to help us
 - ii. Char emailed board with fundraising ideas (craft fair, bake sale)
 - iii. Community dinners, prime-rib/shrimp, silent auction, restaurant donations
 - iv. JB: Duck race

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- v. Reframe as fundraising and community outreach – need subcommittee for separate events. (LB, GB, MW, KK, JB, BB). Think about getting some other community members becoming part of the committee.
- vi. NQID
- vii. LB sent link to webinar fundraising at ACL.
- c. Facilities Committee
 - i. Stove Hood Update
 - 1. Tom Leitz – Selectboard approved
 - a. 26,000
 - b. Once they get an invoice they'll cut a check
 - 2. Appliances – look for more grants
 - 3. 9 foot hood – Nevtec
 - 4. BB: impact on using stove/kitchen?
 - a. JB: 7-10 days? Legion, others?
 - b. LB: everything along the whole wall
 - c. GB: electric grill available
 - d. MW: Northfield did it over multiple weekends, pushed project way out
 - e. Methodist, Congregationalist churches, commercial
 - f. 12 weeks from today? – September/October
 - g. BB: Start planning
 - ii. Kitchen equipment repairs
 - 1.
 - iii. Kitchen upgrade
 - 1. Dishwasher
 - a. MW: decide what we want to do – in last two years: we've paid Hobart 6,898, Gould 2,400, additional plumbing over \$10,000
 - b. JB: no more repairs of that unit
 - c. Hobart – proprietary parts
 - d. Donna suggests a different vender
 - e. Vote? Financial amount not to be exceeded
 - f. Sub-committee report
 - g. Have a one-off meeting to discuss
 - h. How to pay? Grants? Dani from Foodshelf
 - i. Fundraising for specific items; heated bags
 - ii. Matching grants?
 - iii. GB – audio breaking up. Need new bags. Anne posted on FPF and we received more than enough funds.
 - iv. MW: VHEL grant? Min \$5,000?
 - i. JB: have a quote of \$9,845 – could say we are looking for \$10,000. RT: recommend committee. Who is on committee – JB, RG, GB, Donna, Char?

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- j. In-person meeting at Center – lots of discussion about availability.... Wednesday, 13:30
 - d. HR Committee
 - i.
 - e. Volunteer Committee
 - i.
 - f. Therapy dogs? Happy? Activities, shared space use?
 - g. Monthly foot clinics are back, hired private nurse
 - h. Justin flics
 - i.
5. Old Business *(not addressed in a committee report)*
 - a.
6. Action Items
 - a. Excel workbook was distributed to the board
<https://wascavt.sharepoint.com/:x/s/WASCAMainSite/EbEmEedBer1Gkq3Z329GjjQBTuzXPYRYltgteB7GpZxhow?e=f0zEJA>
 - b.
7. New Business *(items that weren't brought before the board earlier)*
 - a. Add personal addresses – JB should be possible.
 - b. Director @ wasca.org – JB looks at and forwards
 - c. Add Donna and Char to facilities rental emails.
 - d. Backup for responsibilities, activities – table or Roger and Justin have a chat.
 - e. Use funtional email addresses: office @ wasca.org, etc.
8. Meeting Close
 - a. Set date/time and location for next board meeting: 2023-07-17 17:00 (at the center)
 - b. Adjourn at: 18:20