

BMHA Board of Directors Meeting - April 20, 2013

Attendees

Board members attending the meeting were Chuck Staetz, Chip Wilder, Andrew Wilkinson, Brian Unter, and Jim Bair. Apologies were received from Helene Hall. Jesse Boucher, a Banner Mountain resident, also attended the meeting.

Agenda & Minutes

Chuck called the meeting to order at 4.00pm. Chuck acknowledged the contributions over the past months to revitalize the organization and the seamless collaboration between Directors. The minutes for the Jan 11, 2013 meeting were reviewed and approved. Agreement that draft minutes will continue to be shared via Google Drive for efficiency.

Treasurers Report

Chip reported that we have \$6,488.36 on hand with \$22,166.77 in a CD. Chip reported that there were no preferential rates available from PayPal for 'not for profit' organizations like BMHA. \$2,000 has been transferred from savings to checking to cover the costs of the physical mailing, leaving a savings balance of \$77.00. Jim offered to provide recommendations for alternatives to the CD for better returns to be reviewed at a future meeting. Chip provided a summary of the \$1,120 annual operating costs, against an income of \$1,620, which indicated that without growth the organization cannot sustain a physical newsletter. Chip and Chuck are actively working to re-construct prior years financial reports to gain line of sight into the Pipeline Committee costs v BMHA costs. Motion to accept the treasurers report was approved

- Action: Jim to provide recommendations for alternatives for better returns from the CD to be reviewed at a future meeting
- Action: Chip to include \$150 parcel quest update fee in annual operating budget

Membership

Chip requested a copy of the cleansed list mailing list that Andrea used for physical mailing. Chuck has list and will forward to Chip and Brian. Brian shared that we have 178 contacts with 60% open rates and 14% clicked through to our web site, with only 2 opt outs. Agreement that the Constant Contact solution is working well. Discussion on cut off dates for new members, agreement that a member joining on Sept 1 would include the rest of the current year, plus the next year.

Discussion focused on streamlining the membership process. There was agreement to create a new page on the web site to describe the process for paying by check or PayPal. Andrew is to investigate the possibility of capturing an optional phone number on PayPal, and the mechanism of incorporate the hold harmless clause in the PayPal mechanism.

- Action: Chuck to mail cleansed mailing list to Chip and Brian
- Action: Andrew to update the web site and investigate PayPal options

Communications

Chuck highlighted that it would be good to document the new improved email communications process to avoid having to redesign it as our Directors change roles. Brian asked for Directors to review and approve emails from BMHA prior to being sent. It was agreed that reactive emails, such as burglary news, should be sent out rapidly and broad review may not be practical for items like this. It was also agreed to promote the CPR class to BMHA members. Chip recommended reaching out to Helene for contacts to promote Firewise (Scotch Broom Day??) and Jim offered to reach out to Yubanet, The Union, KVMR and KNCO. It was agreed that questions from the web site would be routed to Brian and Chuck and they would collaborate to ensure we did not answer twice. Andrew presented the costs of \$153.72 for the web site hosting, domain name transfer and wordpress template, a motion to reimburse was approved. Andrew is to work with Chip for payment of ongoing hosting fee's.

- Action: Chuck to mail cleansed mailing list to Chip and Brian
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Spring Meeting

Chuck will send recommendation for dates to meet to discuss and arrange the Spring meeting. Topics suggested include home security, biomass, fire security.

Any other business

Andrew agreed to collect equipment from the FireSafe Council office for the annual Firewise Scotch Broom challenge and to provide the trailer to haul the Scotch broom to the transfer station. Chip and Chuck will buy drinks. Brian agreed to organize sandwiches on the day.

Future Meeting dates and location will be communicated by Chuck

The meeting closed at 5.30pm.