

## BMHA Board of Directors Meeting Jan 9, 2015

### **Attendees**

Board members attending the meeting were Chuck Staetz, Chip Wilder, Andrew Wilkinson, Brian Unter, Jim Bair

Meeting called to order by Chuck Staetz at 3.33pm.

**Announcements** Chuck shared that we are expecting a positive response by the end of the month from the Secretary of State with regards to the Articles of Incorporation. The 501c3 application will be filed electronically following the finalization of the Articles of Incorporation. The Firewise annual report and application has been submitted for 2015.

**Minutes of Oct 3rd meeting** Jim: Motion to approve minutes from Oct 3rd meeting was unanimously approved.

**Financial Report** Chip provided the 4th quarter financial report. Checking balance \$4,406.15 with expense of just \$638.81. NID pipeline account balance of \$5,223.18 and CD balance of \$22,213.12. Chuck: Motion to make a \$300 donation to Firewise, based on a prior commitment of \$150 which had not been actioned and \$150 for 2015 was unanimously approved.

**Membership Report** Brian provided a summary that showed continued membership and email growth as a result of the ongoing email communication about local topics including bears, break ins and other new of local interest. Chip asked as to the average hours per week which Brian estimated as 5-10hrs to maintain our level of email communications and responsiveness to membership questions.

**FBM Logo and membership cards** Brian has prepared a 90% complete FBM logo, Andrew volunteered to make small revisions and generate the final art work for the 2015 membership cards and send to Jim for printing at Walkers.

**Membership (database management)** With Brian's relocation and planned retirement from BMHA there is a critical need to ensure we can maintain the membership database and the email communications which have been the primary driver of membership growth. It is expected that Brian's role needs to split amongst several people. Andrew shared that he had already proactively discussed the email communications with his neighbor Jeff Peach who had expressed some interest in the 'mechanics' of sending the emails, but was hesitant on managing the content. Brian shared a summary of his role and the desired skills of for who ever would take this on, plus some recommendation of people to approach. Andrew expressed an interest in identifying potential solutions which would integrate the web site, membership management and email communications to streamline and simplify the operations as we gain new Board members. Chuck: Motion to separate the membership management from email communications was unanimously approved.

**New Board Members** The Board was in full agreement that we need to recruit additional Board Members, and noted that this has been an ongoing discussion that has not yet resulted in any new Board members since Brian joined. Discussion as to the incentive and it was agreed that we should send an email to our members asking for their help to volunteer or make

recommendations to help identify prospective new Board members. Chuck to create a draft of the email.

**Communications** Brian shared a report that showed we frequently had 70%+ open rates on popular topics such as bears, mountain lions & burglary. Solid evidence of an active membership who appreciate and value the timely and interesting emails that Brian has been providing. Brian recommend that we utilize the email achieve at Constant Contact but that would require links to be posted on our web site.

**Web Site Update & Maintenance** Andrew shared that he is always able to make prompt updates to the web page when requested, examples being landing pages for email communications or meeting schedule and agendas but does not have the time to be more proactive in the management content. When officially become FBM Andrew will update the logo and remove references to BMHA. Andrew requested help from the team to identify out of date content and recommendations for updates.

**Scotch Broom Challenge** Discussion of the effectiveness of the activity and the suitability of the physical activity for our type of more senior member Chip: Motion to look for an alternative to Scotch Broom Challenge that meets the Firewise Community requirements was unanimously approved. Jim to talk to Joanne Drummond for an alternative.

**Meeting Schedule** Jim shared that he will be out of the country Feb 17-26. The current schedule of 2nd Friday of odd months will continue. Discussion on dates for the Annual Meeting, Chuck and Chip to review dates and options for late May through early June. Agreement that the meeting should be 10am to noon, and that we need to reduce the number of speaker to ensure that the meeting runs on time. Proposed topics include Mines, NID-water, Fiberoptic network, Loma Rica development and NCCDF updates.

**Liability Insurance** Agreement for Chip to make further enquires about liability insurance to cover BMHA/FBM board members and events.

Meeting adjourned at 5:30, next meeting March 13th 2015.