

**FBM Board Meeting Minutes**  
**May 30, 2019 (3:00 pm – 4:30 pm)**  
**Topics – Easement, Financial Planning, Fire Coalition, Board Duties**  
**Host: Susan Luhman, 13080 Woodstock Drive**

**Attendees:** Chuck Staetz, Diana Abrell, Susan Luhman, and Jeff Peach

**Apologies:** Ed Sylvester, Andrew Wilkinson and Susan Sanders

Chuck called the meeting to order at 3:07 pm.

**Financial Report**

*Current cash balance and remaining litigation expenses:*

FBM owes \$8,660 to John Bilheimer and \$17,320 to Jim Simon. FBM's current bank balance is \$35,851. The GoFundMe account had \$4,000 as of April 15, 2019.

Chuck made a motion to pay one half of each lawyer's outstanding fees. After that, FBM must get a financial report from Sierra Central. The motion was seconded and approved by all.

*Estimated expenses for 2019:*

FBM's bylaws required the organization keep a \$2,000 minimum amount in the bank. The Board discussed estimated monthly expenses. Jeff said Constant Contact charges \$31.50 per month. The annual renewal membership runs about \$500 for stamps, envelopes, and the membership form.

Chuck was going to check to see how much the FBM liability insurance costs.

Jeff said according to his membership records, FBM has 280 paid members. There are 152 guests. The organization should send membership renewal letters to these two groups.

Discussion followed regarding sending membership renewal letters and any future big mailing via bulk mail. Sending large mailings via bulk mail could save FBM a significant amount of money. Diana offered to contact Andrea Tarp to see if she still has access to bulk mail options. Chuck offered to see if the Federation of Neighborhood Associations of Nevada County (FONA) offered bulk rates options.

In the next few years, the organization will work toward computerizing the membership renewal process by using an electronic program.

## **April 22, 2019 Draft Board Minutes**

Diana made a motion to accept the April 22, 2019 minutes. The motion was seconded and approved by all.

### **Cascade Canal Trail Easement**

Susan Sanders and Chuck attended a meeting at the Bear Yuba Land Trust office to discuss the Cascade Canal Trail easement. The outcome of this meeting was tabled until Susan Sanders could participate in the discussion.

### **Vandalism on the Trail**

Diana contacted the BYLT to obtain permission to attach an FBM's flyer box to the their post on the trail. After receiving permission, the box was attached. Not long after the BYLT post was vandalized and the flyer box was taken.

She reported there was a bench vandalized on the trail near the water diverter.

### **Fund Raising**

FBM still has outstanding legal expenses. The last mailing was worthwhile. Many generous folks are continuing to support the cause. However, it was decided FBM will not send any additional mailings. As receipt of checks begins to dwindle, FBM will send one final email. The email should be sent before Ed's matching funds expire on June 30<sup>th</sup>.

### **Fire Coalition**

Jeff reported the next FireWise meeting is scheduled on June 5, 2019 at the Madelyn Helling community room. The main discussion will center around means of disseminating FireWise materials and other supporting information. Jeff would like to develop a FireWise theme. He hopes the meeting will help keep the momentum going

### **Board Officers Duties**

As noted in other board meetings, FBM needs to expand the number of board members. Jeff distributed a flowchart of board member duties. Currently, Jeff is performing more duties than one board member should have to carry.

### **Action Items**

- Chuck will contact the Sierra Central to request a financial statement for the past 6 months.

- Chuck will verify liability insurance expenses.
- Diana will contact Andrea Tarp about bulk mailing.
- Chuck will contact FONA regarding bulk mailing.
- 

### **Adjournment**

Chuck adjourned the meeting at 6:45 pm.