

Shaw, Inc. Board Meeting

02/02/04

Members present at the meeting: Carole Davis, Al Wilding, Jane Nelson, Cyrus Field, Willie Williams, Allison Lengyel, Dorothy Powell, Doris Oliver, Vreni Borner, Del Laursen, Chad Swanson.

Absent and excused: Ron Woodard, Sandy Walker, Mary Reeve.

Absent and not excused: Roman Miller.

Meeting called to order at 4:05pm

January minutes were approved as written.

Report from 1st VP for Programs/Education, Doris Oliver:
Opera on Shaw? Group organized by Jack Lynch would like ferry fare, place to perform, places to stay, and publicity in exchange for performance on Shaw sometime this summer. Group agreed to the conditions and Doris will continue research.

Report from 2nd VP for Building Maintenance, Roman Miller
(presented by Carole):

Sewage gurgling seems to be caused by wet weather and doesn't appear to need repair.

Karl Schmidt has been hired to make repairs caused by fire.

Jon Larsen was hired to steam clean the rugs.

Dishwasher is broken and repair is being researched.

Parking lot light is malfunctioning.

Report from Treasurer, Willie Williams:

Willie Williams presented year-end statements from 2002 and 2003 and is in the process of acquainting herself with our holdings (CD and Money Market interest rates, brokerage accounts, cash reserves, etc.) so that we can make decisions about any changes. Members discussed the issue of having a balanced budget. We need to write and get approved budgets for 2005 and 2006.

Old Business:

David Anderson is officially no longer on the board and Doris Oliver appointed Chad Swanson to take his place on the Board.

Ed Luttrell has resigned and Carole Davis appointed Mary Reeve to take his place on the Board.

Janice Hokanson has resigned from her position of cleaning the building; it was moved and seconded that she be paid \$18/hour for her work as submitted. Hourly wage for cleaning the Community Building shall henceforth be \$18/hour.

Carole presented the complete list of all officers and their responsibilities for the coming year (see *attached*).

New Business:

Quorum of ten must be present for voting.

Absenteeism: two consecutive unexcused absences shall be considered a resignation (according to the Bylaws).

We will have a nominating committee in September for new Board members.

In November we will be creating a two-year budget for 2005 and 2006.

We are currently restricted to \$500 limit for single expense; we would like to increase this to at least \$1,000, subject to a vote by the membership.

An audit is required now to check the books as we have a new Treasurer; another audit will be required at year-end.

All members who send in more than the required annual fee shall receive a written thank you from the Corresponding Secretary.

Eric Hawley will continue in his role of maintaining a membership database, including updating information on new and renewing members and adding the addresses of new residents who may be invited to join Shaw, Inc.

Kay Miller has agreed to become the new cleaner of the Community Building; it was moved and seconded that she will be hired at \$18/hour.

Membership and Visibility:

Carole Davis sent a letter (*see attached*) via e-mail to all residents who are not current Shaw, Inc. members. Membership, in part due to this letter, jumped from 78 to 102 addresses/families for 2004. How can people without e-mail be contacted? Information and forms were posted at the kiosk. Carole Davis suggested that we have a table at the Fourth of July Market Day with membership forms and posters. Eric Hawley will be researching obtaining mailing addresses for all residents of the island.

Fees and Scheduling for Events:

Currently the fee is \$40 for private parties, weddings, etc. Although classes and public events and meetings would continue to be treated as before, Vreni Borner suggested charging variable fees for building use for private functions depending on how many bags of garbage are left and how many hours of cleaning are required. The issue will be discussed and voted on at the next meeting. Vreni will bring ideas for a standard invoice form to the next meeting.

Letter to Washington State Transportation Commission

will be posted at kiosk. Board members were asked to look over the letter and approve it for posting and signatures. It was moved, seconded, and carried that a letter be posted at the kiosk for Shaw Islanders to sign as they choose. The actual content of the letter was then discussed; several members suggested changes, which were noted. All Board Members will be listed under the president's name.

Some Goals and Objectives for Shaw, Inc. 2004:

- *To purchase a high-quality, low-maintenance, easy-to-use wireless microphone, possibly lapel type.
- *To provide more educational and recreational activities (e.g., roller skating, dances, cooking classes, cookie exchanges, mini-classes).
- *To get and keep fixtures and appliances (e.g., parking lot light, dishwasher) in good repair.
- *To keep more supplies (silverware, dishes, table cloths, etc.) on hand, buy more and better seat cushions, and apply new paint (interior and exterior) where needed.
- *To spread more gravel in the parking lot, repair potholes, and increase visibility at turn outs.
- *To increase fund raising to support programs, especially summer recreation for children.
- *To increase membership and determine the ratio of total (full-time) residents to Shaw, Inc. members.

Fourth of July:

See attached list of Board Members and respective responsibilities. Several positions are still open.

Roller Skating Provisions:

Chairs shall be placed around perimeter. Sufficient adult supervision is required (no children can be dropped off without at least one adult remaining per group).

Meeting dates and times

A listing of meeting dates and times, along with a phone number to request inclusion on the agenda, shall be posted at the kiosk.

Meeting was adjourned at 6:01pm.