

WOW Hall

CCPA 11-16-2020 Board meeting minutes

Public Comments: This included a request for people to identify themselves when speaking, an observation that the Board previously never used Robert's rules strictly, a request to avoid conflicting with the Oregon Country Fair Board Meetings, a discussion about the future and role of the Friends of WOW Hall (FOWH) meetings. A commitment to continue the FOWH meetings and to ensure the activity was appropriate, and that the Board was intending to obtain training to help ensure everyone had the knowledge to ensure things were handled appropriately.

Attending Board Members:

Dan, Ed, Jaci, Chico, David, Nancy, Steve, Camas, Mike

**** indicates amendment****

Agenda 1 Financial group set up:

David made Motion, Nancy seconded: The Board to set up a temporary committee to assess the DOS and PPP loans to determine How much and how the grants can be spent. The committee will consist of at least two board members (***the Treasurer and the Chair of the board***), the Barbra the Bookkeeper and Melissa plus any extra informational folks they determine necessary for complete info. With an allotment of \$300.00 to be spent for professional advice.

Steve amended Ed seconded

Form a temporary Financial planning work group of no more than 9 members at least 2 board members with the purpose to review all financial practices and controls currently in place and make recommendation to the Board on any revised practices that should be implemented documentary process the board adopts and to make recommendations on how to manage our process and future reviews of our processes going forward.

People interested in being a part of this work group should respond with a note of interest, contact info and availability by email on WOW hall website. (Nov. 30, 2020 5:00pm)

Agenda 2

Discuss Financial issues concerning Bookkeeper

- 1. Signer on accounts**
- 2. Debit Card (what is the current practice)**
- 3. Temporary Hire to use grant and spend on payroll??**

Motion: Have Officers of the Board and Dan as signers plus Publicity Manager and Facility Manager on bank accounts temporarily with 2 signature policies with at least one signature being a board member. Board will have to approve any new recurring debit purchases.

**Agenda 3 Dispensed since we
Agenda 4 Fundraising Committee:**

David Affirm that we will continue back up Bob with letters to members and pass members as well as the December membership party. May need help stuffing letters.

Steve says he wants to have a group for the December party and a longer term fundraising committee. Like we did for finances.

Motion by Nancy David seconded: Form ad hoc work group to look into the viability of a virtual December or Anniversary event what's possible when it is possible by the 23 of Nov. meeting. No objection passes unanimous. Ed will head it up, Camas, Nancy, Dan and Mike will help Ed anyone who wants to help contact these board members.

Steve: let us talk about longer range fundraising ideas and a committee.

Camas: anyone that can help stuff envelopes contact Bob

David moves Ed seconded to end meeting: unanimous Ayes