

In Attendance: Kandi Camacho, Jessica Bee, Rebecca Cayan, Richard Whitson, Carl McDaniel, Dana Drum, Aly Robinson, Debbie Ahl, Joni Hensley, Rochelle Hollowell, Zanna Ahern, Linda Kerth, Kristi Slette, Jerry Burns, Julia Johansen, Bonnie McKinnon,

Rochelle welcomed people to meeting (chairing meeting today)

Introductions: members introduced themselves and what affiliations they may have and position on interim board if applicable.

Previous minutes: motioned made to accept previous minutes, accepted and approved

Progress Updates: Rochelle talked about progress w/ IB, Dawna talked about AOI and Bylaws sent Karen F. and made some suggestions that IB approved after reviewed, Dawna filed with SOS and IRS and we now have Fed ID Number, not quite yet with 501c3, we do have EIN and Dawna will go open a checking acct in the next few days. Processed 1 request, MBF requested 1k back as they forgot they had fronted WFCN with 1k for FCA and that was sent back

Fliers/Mailings:

Rochelle working with WCC for mass mailing of postcard of who we are and what we do, just about everything is done on this and postcards should be ready for distribution by Wednesday of next week. We are not able to do it through WFCN nonprofit per post office as they see us as two separate entities.

Newsletter – printing of newsletters. Distribution of newsletter requested funds of newsletter Funds for newsletter. Carl stated that the East Whatcom is going out through Hello Neighbor and cost could go down. Funds of **\$59.68** requested and motioned passed unanimous vote of 6/0 for flier printing and distribution

Policies: Needed: Policies talked about were needing a policy in place for not used for private use, unused monies need to be returned to FCA, Policies need to ensure that monies are safeguarded for not only FCA but for WFCN as well. Each project will have to have intended outcome and report the measurements. Kristi explained the matrix for reporting the outcome. Also, we talked about receipts and invoices being submitted. Rebecca suggested that another JotForm be set up for post project reporting as well.

Outreach: SM, ND, can we get an export sheet for new ND members as a form of outreach and getting new members in. Jessica felt it would be better to have a member of FCA touch bases with new members and get them info about FCA

Jan whit did a postcard and had it sent into her. Postcards were at the library and welcome center for people.

WFCN willing to help this summer during 8 weeks in the community who will have 2 AmeriCorps vista members doing community outreach in mid-June/early July.

Other outreach is pop up tents by Rochelle in the gas stations. Churches etcetera. Carl suggested postcards be made up and left in library, welcome center and possibly the water district.

Rochelle and Kristi will get together and talk about this more.

Rebecca suggested promotional materials for handouts out in events and reused. Kristi stated up to 1500 per calendar year can be used for Admin purposes. Need to ask if that is in the budget for admin funds and such.

Rochelle felt that with mail outs, brochures and what has been spent we are already close to the mark. Dawna and Kristi will investigate it and let us know.

Kandi explained that we as a new board and organization, we established policies and need to adhere to it. Three project funding requests were submitted but only 2 in requested time frame, these two will be heard tonight and IF time available, we will hear third proposal. It is important that we adhere to policies for everyone.

Funding Requests/Presentations: Three requests submitted but only two submitted by request date. If time will permit Rebecca will be able to present third presentation. Time did not allow for third presentation to be submitted for discussion.

Rebecca Cayan, Chipping events: (See jot form request attached) presented for chipping events for three chipping events for this year, Rebecca has funds from NW clean air and Whatcom conservation. For 3 years of doing chipping event, they have removed 102 tons of fire debris. From 3-year data, there was a HUGE push to remove, and we have been getting them cleared out with repeat customers. As people are learning that they can hold branches for next event. Each home gets 15 min to have it chipped.

Questions:

Dawna- as treasurer, prefers that they are kept separate and approved independently so we can ensure funds and receipts are individualized.

Linda- asked about second spring/summer event in June, why was this added and how does this benefit- reason is after each event, people are signing up day after event and requesting sign up for next event. And 4th of July makes nervous and wanted to get this done.

Zender tree service is who has been doing the event with her. \$1300/day with discount Carl- long term1) we drove around and what was out there and what could be removed. Felt it was maybe 1 day of work for Zender trees. Know that you have gotten 2 events per year and know that there may be property donated that could possibly house a yard debris area. Why do we need to have money in reserves for several years to come? Rebecca stated that having the convince and assessable for everyone to just drag it to the end of road. Rebecca does have funding for September and is now only requesting funds for June and for 2 days based on historical data.

Kandi Has requested estimates be submitted and if Rebecca has contacted any other person for chipping. Rebecca does not have any other persons lined up.

Advertising do you have any estimates for advertising and printing cost. Rebeca has not gotten new estimates but has receipts from previous events.

Rochelle asked for clarification of what funding you have and what are you asking for exactly. Rebecca stated for June chipping event and for \$3k. Advertising is about \$ 300 he has funding for September from NW clean air.

Carl- Asked clarified- you have funding for 2 events? Rebecca -no funding through conservation only funding from NW clean air.

Rebeca already has about a dozen people signed up for September event. Other events for yard disposal and clean up.

Richard asked how we know and when do we stop funding requests

Kandi stated that this was not in our “duties” of the IB, and we need to discuss this as a community.

Discussion had about amount of funding and distribution and events.

Rochelle – Rebecca’s project fell into the community world café and she feels that it meets criteria.

Rochelle suggested that we need to look at pulling in a Permanente board or making the IB the permanent board.

Kristi reminded the members that we did talk about approving funds for a small number of known projects to show that we are moving forward. Members commented on felt that we should move forward with approving some funds. Decision was made to move forward with hearing and potentially approving these fund requests tonight.

Vote obtained for 6/0-unanimous for yes and \$3,300 requested of funds. (Full amount requested) This amount changed from initial request presented as discussion had and stated that funds were already in place for September’s chipping event,

Rochelle Hollowell, Summerfest: (See jot form request attached) requested \$4,730

Presented Summer fest presentations for request of funds.

Had monies from last year since Covid did not allow us to have Summerfest and drive in movie night last year.

This would be a 2-day event Tentative dates: 8/6- drive in movie night & 8/7 Festival Day at EWRRRC

Wants full day on Saturday for more people to be involved

Clarified that she is requesting funds only for Festival Day at the EWRRRC, not the drive-in movie event.

Questions:

Dawna asked about quotes- are they based on last year's projections and estimates. Rochelle clarified that she has not gotten new quotes, and these are based on last years. Stated she could provide more detailed estimates

Carl- you got project neighborly grant last year? – yes, when did you get notified of that grant
Kristi stated it was December of 2019. You asked for monies for summer fest as it was presented. When covid happened, you changed it to movie night and that did not pan out, now it appears you are wanting to use monies that was used for Summerfest to make a movie night and now you want monies for Summerfest?

Rochelle clarified that she went back to project neighborly and requested for the funds to be moved and allocated for movie night.

Carl wanted to know if it would be possible to use the funds for the festival instead of the movie night.

Also wanted to know what community you build by sitting in a car and watching a movie.

Rochelle stated that she did not feel comfortable asking to have the monies reallocated to another project. Rochelle feels that having a drive-in movie night is a good thing and bring in a positive experience. It is a family event out of the house and together as a family.

Comment made that movie night helps neighbors talking.

Discussion was had about asking for quotes and having ideas of what something cost.

Richard states that he does not feel it should be required to ask someone to get quotes for services requested

Kandi stated that as a board and organization placed in position to allocate funds that are being given to the community, we have a due diligence to ensure the monies are being spent in the most appropriate ways.

Kristi- The standing board may wish to have a statement that their expectation is that the budget or prices are at fair-market value and are reasonable based on multiple cost comparisons. Then you build on trust. I think micromanaging it is not a trust builder. Trust is a must in community process AND the funding committee/process can have expectations built in.

Linda- stated we need to have this process to best allocate funds into the community and we must do this as a board.

Jessica-

Maybe the jot form could be clarified to ask the requester to describe the quote/bid process they went through and why they chose the vendor they chose.

Linda felt that we should just focus on Summerfest and not movie night Rochelle clarified why she did not feel that it was a good idea to re-request for monies to be change again. Rochelle feels that she would jeopardize relationships with them in the future. Rochelle also stated that she has had a lot of requests for drive in movie night. Rochelle wants to do both events and reiterated that she is only requesting fuds for summer fest.

Dawna- agree with Richard and Rochelle that movie night is not part of the request and should not be brought in.

2nd Richard questions about “micromanaging” Dawna would hope there is flexibility, but we do need a couple different estimates, but we are not going to micromanage how all of that happens to make sure we know the best use of monies.

Joni- appreciates that the interim board working on policies to safeguard funds with distributions and agrees that there should be at least 1 other bid submitting

Joni asked can you pull off the event this quick as it is already May. Rochelle stated that she could have it together in time as it will be beginning of August.

Linda asked for clarification of funds from 2019 that were left over. Rochelle reiterated that she cannot use those funds for summer fest ad have to be for movie night since she re-requested the funds to be allocated for movie night.

Vote for Summer fest events request for August 2021: 6/1 for allowing to fund summer fest
Amount of funds 5 votes to fund at 100%

1 vote for 50% funds

1 vote for no funding

Vote passed for funding Summerfest at 100% requested. (\$4,730)

Other Information:

Rebecca explained about an appliance cleanup and pick up in June. Opco is funding it June 19/20th

Rochelle stated Next month that we vote on forming a permanent board as it is past time with doing this.

Dawna- will you have 501c3 by that point

We need to start talking about voting in board members and voting them in the next few months.

Meeting adjourned at 8:12pm

Next Meeting: June 9,2021 @ 6pm