

**Chemeketan Board Meeting  
April 5, 2017**

Attendance: Ann Hanus, Eileen Harder, Ralph Hall, Mike DeLaune, Susan LaTour, Ted Gaty

Meeting called to order at 6:35 pm  
Ann Hanus took meeting notes

Minutes were approved.

**Membership Report - Eileen Harder**

Eileen submitted the monthly membership report. She said there were ten new members this past month and twelve renewals. \$463 payments were received.

Total members to date: 597 Adults + 9 Junior members for a total of 606 members.

New Members:

Peter Apeltauer  
Tom Boettger  
Robin Brandt  
Roster Coronado  
Gary Fait  
Renee Gann  
Jon Newswanger  
Kate Newswanger  
Audrey Powell  
Bruce Farmer

Susan LaTour moved to accept the new members. Mike DeLaune seconded. Motion approved.

**Treasurer's Report - Mike DeLaune**

Mike DeLaune submitted and discussed the monthly Treasurer's Report

\$603 revenues were received of which \$140 was for the banquet

Mike DeLaune reviewed reimbursements for the month.

He has not yet received the invoice for the Directors and Officers insurance premium. He has received the invoice for the General Liability insurance premium

Expenditures totaled **\$7,597.99**

Susan LaTour moved to approve the reimbursements, Eileen Harder seconded the motion to approve expenses. Motion carried.

Tax preparation will be completed by the last week in April.

Ann Hanus moved that Mike DeLaune have authorization to pay for 2015 & 2016 tax expenses. Susan LaTour seconded the motion. Motion carried.

The Chemeketans have \$225,025.47 in fixed assets as of 3/31/17.

Mike DeLaune completed revising the QuickBooks account structure. On March 15, 2017, Mike provided the financial data to the accountant to complete the 2015 and 2016 taxes.

The final 2016 Chemeketans financial audit report was provided. The audit was clean. Members commended Mike for all his work.

### **Meeting Room Payment - Ted Gaty**

Currently, Ted Gaty pays for the meeting room and then is reimbursed. Sometimes deposits are not returned for several months. There should be a better payment system that does not require a reimbursement and a large amount of cash provided by a member.

There should also be an easier way so members can make their own reservations.

Eileen Harder suggested that the President have a credit card in the name of the Chemeketans to pay for expenses. Susan asked whether the by-laws would need to be changed to allow for use of a credit card since there would not be signatures by two people? Mike DeLaune will check on what is required to have a credit card for the Chemeketans.

Mike suggested that a budget be approved that would allow for pre-approval of expenditures. Ted thought it would be easy to develop a budget for room rental. Another possibility is to set ceilings for signature authority approval for payments.

Members agreed that the system needs to be changed because it can cause a cash flow burden on a member until the expenses are re-paid.

Ted will work on re-doing the meeting reservation page and will make suggestions about where to hold meetings and events.

### **Tax and Reinstatement Update - Mike DeLaune**

Mike reported on our progress to date. Steve documented from his conversation with the IRS that 2011 and 2012 990T Forms submitted. Our new CPA checked the IRS account. She found no tax forms for 2011 and 2012. The CPA said that sometimes the IRS puts different information in different places so this can make it difficult to find the forms.

In reviewing the old records, Mike found an original signed 2011 990T Form that did not appear to have been sent to the IRS. There is conflicting information about what the IRS has and what forms for 2011 and 2012 still need to be completed and if other years need to be revised. Another phone call with the IRS may be needed. We may still need to revise some prior year taxes forms. 2013 and 2014 tax years are fine.

### **Update on HB 3149 - Ann Hanus**

Ann Hanus reported on the progress of the Coastal Trail legislation, HB 3149. The bill has ten sponsors and a hearing was held on March 21, 2017. A work session is scheduled for April 11, 2017.

The trail idea has received great positive publicity with a Statesman Journal full front page article by Zach Urness and a supportive editorial. The article has been picked up around the state and even nationwide. Ann Hanus testified in favor of HB 3149 on behalf of the Chemeketans. Ted Gaty also submitted testimony. About a dozen people testified in favor at the hearing.

### **Progress Report for Personal Property Tax Forms - Ralph Hall**

Ralph Hall said most of the outing equipment is in Polk County. However, other equipment for other activities may be in Marion County.

He received an inventory from the Outing Committee. He said there needs to be a value attached to the equipment. The total value of equipment for the outing is about \$31,500. We should be filing our property tax report each year. Ralph has also contacted the Climbing Committee for a list of equipment. He will do the property tax form for Polk County for the outing. A report is required for each location and for each county. If the real market value is less than \$15,000 then exempt from filing. The cabin property tax has been paid.

### **Developing Marketing Materials for Attracting New Members - Susan LaTour**

We need materials such as brochures to hand out to recruit new members. A power point presentation would also be helpful. A poster board has been put together by Eileen Harder. Old photos could be used from old scrapbooks. Eileen Harder volunteered to be part of a work group to develop materials. A banner could be made to attract people. Some promotional giveaways could be handed out. Eileen Harder will compile the prices for promotional giveaways. Eileen Harder will recruit Chemeketans to help with the work group.

A graphic artist can be engaged to do a brochure. Susan LaTour will check on a graphic artist suggested by Mike Pennington.

### **Should we have a separate meeting to discuss additional items?**

Members agreed to have a weeknight potluck meeting at Susan LaTour's home. The meeting will be used for goal setting, prioritizing, and budgeting. The President asked members to bring ideas for goal setting. She asked Board members to look at the By-laws, see how they match with policies, and whether to recommend revisions.

The meeting will be on April 19, 5:30 p.m., Susan LaTour's home.

Meeting adjourned at 8:10 p.m.

Minutes prepared by Ann Hanus