

CWSC Meeting Minutes



Meeting/Project Name:	BOD election meeting		
Date of Meeting:	6/3/2018	Time:	2-5pm
Minutes Prepared By:	Robert Wood	Location:	CW Fire 51

1. Meeting Objective

- Discuss club operations and tasks and answer any questions from prospective BOD volunteers
- Elect and install new BOD

2. Attendees

Board of Directors

- Robert Wood
- Michael Davidson
- Reese and Michelle Cernick
- Todd Duddridge
- Kevin Bailey

Other Participants

- Pete and Claire Milnes
- Kate Wilson
- Zanita Williams
- Alison Perera
- James and Cathryn Sylvester

3. Agenda and Notes / Discussions / Issues

Welcome and Introduction	<ul style="list-style-type: none"> • Robert Wood welcomed everyone to the meeting and discussed the agenda and intent • Introduction by all members present
Overview of materials	<ul style="list-style-type: none"> • Short description and overview of the BOD positions • Overview of Incorporating Documents and Bylaws
Discussion	<ul style="list-style-type: none"> • Corporate sponsor until 2019. Need to know sponsorship “organization” and structure before making a decision on changing or looking for new sponsors for 2019 • Bylaws discussion and how it needs to be updated by new BOD and provided to IRS and WA State • Status of MOU/MOA with Coupeville School District • General status of the CWSC Financials and what needs to be done in the near future as part of turnover
Elections	After an open discussion of everyone’s desire to help along with their qualifications, the following members have been elected to the CWSC Board of Directors:

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	<ul style="list-style-type: none"> ● President: Reese Cernick ● Vice President: Jesse Epp ● Treasurer: Alison Perera ● Secretary: Claire Milnes (interim) ● Registrar: Catherine Sylvester ● Sponsor: Amy Epp ● Equipment: Pete Milnes
TASKS	<ul style="list-style-type: none"> ● Robert Wood <ul style="list-style-type: none"> ○ Give access to Google drive to all new BOD members ○ Finalize minutes and publish to new BOD ○ Publish minutes to website ○ Provide minutes with new BOD to bank ○ Get school flier to Secretary! ○ Give admin-access to Facebook page ○ Give admin-access to website ● President <ul style="list-style-type: none"> ○ Contact Duane Bowman about incoming superintendent ● Vice President <ul style="list-style-type: none"> ○ Review bylaws and discuss re-structuring the Club's BOD organization ● Treasurer <ul style="list-style-type: none"> ○ Immediate turnover with Robert Wood ○ Pay outstanding bills and reimbursement requests ○ Determine budget for 2019 ● Secretary <ul style="list-style-type: none"> ○ Provide flier to school for last week of school about registration (July 1, 2018) ○ Publish Facebook post about next meeting, email club participants about next meeting ○ Publish Facebook post about registration dates, email club participants about registration ● Sponsor <ul style="list-style-type: none"> ○ Matrix for sponsorship plan ○ Club Store (dicks, protime, ashleys) stuff ● Equipment <ul style="list-style-type: none"> ○ Inventory current equipment with Todd Duddridge ○ Get equipment from storage and transfer to new location

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	<ul style="list-style-type: none"> ○ pending construction of shed at Terry road ○ Find storage place! ● Registrar <ul style="list-style-type: none"> ○ Immediate turnover with new Registrar(s) ○ Prepare Fall 2018 registration
Conclusion & Decisions	<ul style="list-style-type: none"> ● New CWSC Board of Directors has been elected and installed ● Much work to be done in preparation for closing out the Spring 2018 season ● Sponsorship structure will be discussed in detail at next meeting ● CWSC Board structure will be discussed at next meeting ● CWSC Bylaws will be discussed at next meeting

4. Meeting Adjourned:	5:00 pm
5. Next Meeting	June 25, 2018 6:00 - 8:00pm Place is TBD (Library, Hospice, etc.). Secretary will give notice to BOD and community.