

Club SAKE Board Minutes
Meeting Date: February 8, 2009
Location: Jillian's*

Present: Matthew Goossen, Curtis Lu, Eric Broberg, Anita Steele, Gordon Hom, Bill Traub, Karin Carmignani

*The meeting was held at Jillian's as a farewell and thank you to departing Board members, Curtis, Eric, and Bill

Agenda Topic	Discussion Summary	Action and/or Follow-up	Lead/Assignee	Due Date
1. Election Update	<ul style="list-style-type: none"> • Candidate update: so far, two people running for VP and a couple of people for Treasurer, but no nominees for Equipment Mgr. yet. • If no one ends up running for Equipment Mgr, Board can appoint/vote replacement, or current Director can fill in an Acting capacity until position is filled by appointment or general election. (see By Laws) 	<p>Action: ---</p> <p>Follow-up: ---</p>		
2. Update on Sake 1 Repairs (Bill)	<ul style="list-style-type: none"> • Sake 1: new seats are in; center beam will be added later (after sanding/painting); transom is being repaired; boat to be stored at Lorna's until volunteer work party can be scheduled in March for sanding/painting (is weather dependent). • All the boats need new paint inside & outside—cost is about \$3,000/per boat. Board discussion: Raise dues? Build into budget 1 boat/year? Use money from reserve fund? • Bill's recommendation: When buy new boats in the future, should look at IDBF approved boat, i.e., BUK, Gemini—will be a big investment (~\$7K ea). Board discussion: Do a fundraiser? Raise dues? Should do a proposal with financial and logistics issues) and look at a financial plan (based on reserves) to determine possible dues increase—look at this year's budget and do a 	<p>Action: --</p> <p>Follow-up:</p> <p>1) *Finalize last year's financial statement and do a draft 2009 budget.</p> <p>2) Draft a survey to send to members re: their recommended priorities for spending and budgeting.</p>	<p>Eric</p> <p>Gordon</p>	<p>New Board Hand-off mtg</p>

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2. con't	<p>projection. New Board to decide if should start budgeting for buying a BUK.</p> <ul style="list-style-type: none"> • Future issue to discuss/decide: requests about buying outrigger boats (vs. partnership with an existing outrigger group) or canoes, etc (special interest items vs. club wide equipment). • Should get member feedback on budget priorities—how important is it to them: buy new equipment, or focus on maintaining current equipment; long term plan for storage and facility to be able to work on the boats inside—include club house? 			
3. Final decision re: Matching Funds and Donations	<p>Continued past discussion to clarify Matching Funds and Donations and what is allocated to teams vs. the Club. Eric provided additional explanation of IRS requirements and background on the considerations used for the development of Volunteer Bill and the Non-Profit Handbook, which meet the IRS requirements.</p> <p>Board discussion: The key issue and rationale for the Board's decision is that to maintain the integrity of the Board in verifying hours to a company when they request documentation or verification of volunteer hours, the Board can only verify hours for Club positions (the term-based positions with set hours established) and Club activities (Club requests volunteers and tracks volunteer hours in Volunteer Log Book). In the past, Matching Funds has gone into the general fund (past practice vs. policy).</p>	<p>Decisions:</p> <ol style="list-style-type: none"> 1) Keep the current policy for Matching Funds (Board verifies hours for term-based volunteer time for Board members and Captains per Volunteer Bill) and Donations (per Non-Profit Handbook). 2) Matching Funds money that comes into Club (per current policy) for a Team follows the same taxation rules as for Donations (3.3 in Non-Profit Handbook). 3) Dena Singleton can be classified as a Captain-Coach (since at time she submitted, coach was not a recognized position with verifiable hours) for the number of hours the Board will verify to Microsoft for her Matching Funds request. The money that comes to the Club will be allocated to Vintage 		

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3. con't		<p>per the "Annual Allotment and Club Taxation" description (per 3.3 above).</p> <p>4) Zheng's \$150 personal donation and match from Microsoft goes to Hot Sake. (matching donations are earmarked for the team)</p> <p>5) The \$1,000 donation from Jade Garden goes to Hot Sake (team-specific donation).</p> <p>Follow-up: Communicate decision and rationale to Dena Singleton.</p>	Matthew	
4. Final Planning for March 3 Annual Meeting	<ul style="list-style-type: none"> • Need to create an agenda/program for who's talking when (Matthew to do the Welcome; each Board member provide a brief report; Club business; candidates speak; voting process) • Need meeting dates for Hand-off Meeting and Captain's meeting (Extended Board) 	<p>Follow-up: Prepare the meeting agenda/program; bring refreshments.</p>	Karin	March 3 mtg
5. Follow-up Items from Minutes	<ul style="list-style-type: none"> • Gordon is working on the sandwich boards. • Curtis sent e-mail to Board with options/cost for Club phone and/or voice mail. • Curtis noted have switched hosts for web site. 			
6. Minutes	<ul style="list-style-type: none"> • Approval of Minutes from January 11, 2009 meeting. 	<p>Action: Approved</p>		
Next Meeting	<p>*TBD (Hand-off Meeting with old and newly elected Board members)</p>			

Adjourned: