

Drum Point Project, Inc. (DPPI)

Drum Point Club

Board of Directors Meeting

Tuesday, May 19, 2020

Call to Order: The meeting was called to order by President Mary Ann McGowan at 6:30 pm. Because of the coronavirus pandemic, the meeting was held online as a Zoom video conference. Terra Cooke hosted the meeting using her Zoom account.

Attendance: Board members: Mary Ann McGowan (President), Ed Luczak (Secretary), Bruce Fall, Betsey Herbicek Fehn, Tim Hansen, Bill Kurtz, Terra Cooke. Members: Johanna Icaza.

Minutes: The Board approved the Minutes of the April 28, 2020 Board of Directors Meeting.

President's Report

- **General Meeting** – Mary Ann reported that we may not be able to conduct the June General Membership Meeting at the Clubhouse, considering the restrictions on group gatherings due to the coronavirus pandemic. The Board approved postponing the June Membership meeting. Mary Ann suggested that the meeting be postponed until December. She also suggested that we prepare an “End of Year Report” and include it in the mailing to the membership.
- **Volunteers** – Mary Ann reported that she was recently contacted by Club member Larry Reich, who volunteered to help on any new Club projects. She encouraged Board members to contact Larry if they need help with any Club improvement or repair projects they are undertaking.

Financial Report

- **2020-2021 Budget** – The Finance Committee has updated their draft 2020-2021 budget, which was emailed to Board members prior to the meeting. The budget is based on membership dues income from 168 members, and escalated cell tower rental income. The budget assumes that Clubhouse rental income for events is zero. A new “Bookkeeper Fee” line item of \$2,000 has been added to reflect our need to hire a bookkeeper to maintain our QuickBooks records. The Finance Committee continues to refine the new budget.
- **Treasurer** – Our current Treasurer, Brook Edinger, will complete his 3-year term on the Board on June 30, 2020, and will not run for another term. The Board expressed appreciation for the many contributions Brook has made to the Club during his tenure as Board Member and Treasurer. When the new Board meets in July, it will vote to

select its officers for the next year, including a new Treasurer. The Treasurer will be a member of the Finance Committee.

- **Bookkeeper** – The Finance Committee is looking for a new bookkeeper. The Board approved a motion to place advertising for a new bookkeeper at \$25-\$35/hour. The Finance Committee will prepare a position description.

Membership Report

- **Membership Processes** – The Board discussed the process for receiving and recording member dues payments. The Board also discussed the process for updating the Master Member spreadsheet, and the process for adding names to the Mail Chimp email list.
- **Shared Drive** – Betsey reported that she has provided all Board members access to a set of membership files and spreadsheets on our Google shared drive. Board meeting minutes for the past several years are also included on this shared drive. Board members who have problems accessing these files and spreadsheets should contact Betsey.

Rentals Report

- **Coronavirus Impact** – All Club rental for the past month were cancelled due to the Governor's orders regarding the coronavirus pandemic.

Buildings Report

- **Air Hockey Table** – Mary Ann reported that she has purchased a used air hockey table for the Club for \$50. It is still in good working order, and can provide entertainment to members and guests at our Club events. She will donate the table to the Club if the Finance Committee determines that the purchase is not reimbursable.
- **Hot Water Heater** – Mary Ann obtained quotes from Boothe to replace our hot water heater: \$3,700 to replace with a tank system, and \$5,700 to replace with a tankless system. Bill Kurtz has begun to research tank and tankless hot water systems and will obtain one or more additional quotes. The quotes from Boothe seem high. The considerable additional cost of a tankless system and the required tankless system maintenance costs may not outweigh the propane cost savings of a tankless system for our Club.

Grounds Report

- **Mulch** – The Board expressed thanks to Club member Gary Breeds for obtaining and spreading mulch on the Club gardens.
- **Porta-Potty** – Mary Ann recommended that the Board consider renting one or more porta-potties for the months of June, July, and August. Porta-potties would reduce the load on our septic system, which is stressed on weekends and July 4. One unit can be rented for about \$95/month; it would be cleaned weekly.

Adjournment: The meeting was adjourned at approximately 8:15 pm.

Next Meeting: The next Board meeting is scheduled for Tuesday, June 9, 2020 at 6:30 pm. The meeting will be held as a Zoom video conference.

Current Board of Directors: Mary Ann McGowan (President), Eric Andreas (Vice President), Brook Edinger (Treasurer), Ed Luczak (Secretary), Bruce Fall, Betsey Herbicek Fehn, Tim Hansen, Bill Kurtz, Terra Cooke.

Prepared by: Ed Luczak, Drum Point Club Secretary