

Raindrop Chapter of Portland, Oregon

(Established 1978)

An affiliate of the Society of Decorative Painters

Raindrop chapter board meeting

Wednesday 11/20/19

Board members present: Jerlun (Dinky) Davis, Malinda Fedoris, Mary Klein, Emma Bleich, Robert Davis, Salomeja Garolis

Committee members present: None

Guest: None

Meeting call to order: 10:42 A.M.

Adjourned: 12:15 P.M.

Minutes submitted by: Salomeja Garolis

Officer reports:

President: Dinky Davis

- Job descriptions document housekeeping worked on by Dinky Davis, Mary Klein, Emma Bleich, Robert Davis, Malinda Fedoris.
- Will be presented to chapter members at the February 2020 meeting.
- Dinky will talk with Retreat chair regarding role responsibility and tracking of payments.
- Sample retreat project piece will be available for members to see at the December brunch.
- Discussion of transition of treasurers for 2020. Emma Bleich provided historical information on how the role evolved requiring 2 members to share financial positions.
- Robert Davis reviewed the parameters of when a full audit of finances is required as defined by the chapter. The Raindrop chapter has not met the threshold over the last several years based on amount of revenue that was processed.
- Raindrop chapter has a robust process of doing a monthly reconciliation between the co-treasurers and verified by the accountant.
 - Outgoing and incoming treasurers will meet to do the handoff and determine what support incoming treasures will need for 2020.

Co- Vice President: Mary Klein & Malinda Fedoris

- Mary Klein to send final reminder to sign-up for the brunch as well as a projected timeline of when brunch activities will take place.
- Advance payment preferred.
- Malinda will obtain contract from the Monarch for final payment.
- Mary Klein shared that Bev Birdwell is the February 2020 post business meeting paint-in teacher. She will have photos for the brunch and will be taking payment.

Secretary: Salomeja Garolis

- Minutes from previous meeting were reviewed and approve.
- Board meeting minutes will be sent to newsletter editor for publication.

Co-Treasurers: Emma Bleich & Robert Davis

- Account balances
 - Key bank checking \$ **3,738.06**
 - Key Bank Saving: \$ **30,439.11**
 - U.S. Bank Checking: \$ **20,299.52**
 - PayPal: \$ **591.37**
 - Total bank accounts: \$ **55,068.06**
 - Total year to date revenue is \$ **8,342.17**
 - Total year to date expenditures \$ **12,421.56**
 - Total year to date Net revenue \$ - **4,079.39**
 - On 11/14/19 \$3,000.00 dollars was transferred from U.S. bank checking to Key bank checking to ensure sufficient funds for end of year and beginning of next year's expenses.

Standing committees:

- No reports from nominating, greeters, hospitality, membership, historian, ways & means, communications, newsletter, education, sunshine, secret pals, charities, women's shelter, librarian, retreat, webmaster, charities and retreat.

Old Business: Clarification of job roles and responsibilities for terms of office.

- Board service is 1 year at which time if an election is held or if no election any chapter member may volunteer for a board position. In the event no volunteer steps forward the current board member may retain their position.
- Committee chairs are a 1 year term. At the completion of their service if no volunteer requests the position the current chair has the option of continuing for another term of service.

New Business:

- Request from Malinda Fedoris regarding commended service award.
- Award to include a monetary gift equivalent to Stan brown award.
- Board approved a \$25 gift certificate to recipients from the chapter store.