

MINUTES

Mary E. Theler Community Center
Board of Directors' Regular
Meeting
March 13, 2007

Board: Greg Oldham, Jim Clark, Linnie Griffin,
Mary Swoboda (Dave Kinnee excused)

Staff: Anne Whitman

CALL MEETING TO ORDER

President Greg Oldham called the meeting to order at 3:30 pm.

APPROVE AGENDA

Items were added to the agenda and the agenda was approved by the Board.

APPROVE MEETING MINUTES

The February 13, 2007 regular meeting minutes were reviewed and a correction was offered.

MOTION: Mary moved the minutes from the February 13 regular meeting be approved as corrected. The motion was seconded and approved.

UNFINISHED BUSINESS

Audit Report

MOTION: Mary moved to accept the audit report prepared by Steve Van Denver and Arnold Rolfsrud. The motion was seconded and approved.

The Board discussed the audit report findings and plan of action, as prepared by Mary Swoboda.

MOTION: Mary moved the Board accept the audit report findings and resultant actions as corrected. The motion was seconded and approved.

2007 Goals – Lee Swoboda

The Board discussed the need to either adopt the goals or give Lee more guidance. The Board will need to establish a priority order. High on the list is to get an infrastructure in place for Theler Center.

MOTION: Jim moved the Board accept the 2007 Goals and Projects as written. The motion was seconded and approved.

COMMITTEE REPORTS

Endowment Committee – Bruce Landram

There was discussion on how many hours and people will it take to set up and maintain an endowment and who will champion the endowment. Bruce said it is important to keep it simple, safeguard the endowment and preserve the fund long-term. Mary volunteered to work with Bruce.

MOTION: Linnie moved that the Board authorize Bruce to proceed with a proposal for an endowment fund for the Mary E. Theler Community Center & Wetland Trails. The motion was seconded and approved.

Theler Park Committee – Jim Clark

Jim and Linnie met with Linda and Dwayne Blackwell. There isn't much to report yet, but they are moving forward.

Grant Committee – Lee Swoboda

The committee met last Saturday. Linda Taylor is working on a program proposal to reactivate educational programs at the Exhibit Center. She is writing a letter of intent to AmeriCorps for the Board to sign. Christina Patrick offered to draft a letter to the Dean of Masters in Teaching program at Evergreen College. Olympic College, Skills Center, and West Sound Tech should also be contacted. The Girl Scout troops could be asked if they would be willing to do a project for Theler.

ACTION: Linda and Christina.

There was a discussion about coordinating Mark Case's Eagle Scout project with the emergency supplies grant from the Community Foundation of South Puget Sound. There was also discussion about buying a Conex box or other outdoor storage for emergency supplies.

Anne reported that the storage room at the back of the Blue Heron conference room has been measured for shelving and Mark and his helpers will inventory existing supplies as they build the shelving,

Fundraising Committee – Linnie Griffin

The **Pacific Rim dinner/auction** was cancelled because there were too many other fundraising dinners occurring at that time. It is rescheduled for later this year.

There is a good response to the **Mystery Dinner**, which will be Saturday, March 24.

Linnie challenged each fellow Board member to ask 10 people to be sponsors for the **Wetlands Walk** on May 12.

There will be a **Theler parking lot sale** Saturday, May 26. Spaces will be available to rent.

The Board discussed conceptual plans for a “**Destination Theler**” event.

Business Plan Committee – Lee Swoboda

The Board discussed the Governance, Stewardship and Accountability sections of the Business Plan, as revised from the input of the Board at a WorkStudy meeting on March 9.

MOTION: Mary moved to accept the Governance, Stewardship and Accountability sections of the Business Plan as corrected. The motion was seconded and approved.

TREASURER’S REPORT- Dave Kinnee

In Treasurer Dave Kinnee’s absence, Anne gave the Treasurer’s report.

OPERATIONS/FACILITIES REPORT- Anne Whitman

A **Mother/Child Spring Carnival** is planned for the inmates at Mission Creek Women’s Correctional Facility. A collection was taken at this Board meeting to help support the event.

The **North Mason Community Easter Egg Hunt** is looking for volunteers, both before the event and on the day of the event, which is Easter Sunday. Anne said she is volunteering.

Brisko Property Tax statement. The property tax for the Brisko property increased 87% over last year.

ACTION: *The Board asked Anne to get a schedule of assessment in order to reassess rent payment from Head Start and prepare a letter from the Board to Head Start informing them that their rent will be increased this year.*

Students in the Watershed. Anne is mentoring in the wetlands classroom one hour a week.

Olympic National Park passes. In the past, Theler Center has been a retailer for Olympic National Park passes. The passes have to be purchased ahead of time; however, leftover passes can be returned for a refund.

MOTION: Mary moved Theler buy ten Olympic National Park passes. The motion was seconded and approved.

There was discussion about exchanging room rentals for services or in-kind donations.

Chiyoko Yamaguchi donated a **ping pong table** to Theler Center. Open ping pong is now at Theler every Tuesday and Thursday from 1:30 to 3:30 pm.

Kiwanis Day of Caring is Saturday, April 7. It is open to all the community to participate.

NEW BUSINESS

Resident Host. Ran out of time, so discussion of having a written agreement between Theler Center and the resident host was postponed to the April meeting. Currently there is only a verbal agreement between the host and the Operations Director.

ADJOURNMENT

The meeting was adjourned at 5:48 pm.

The next regular Board of Directors’ meeting will be Tuesday, April 24 at 3:30 pm.

Thank you to the volunteers of Theler Center who attended this meeting: Barb Clark, Bruce Landram and Lee Swoboda.

Submitted by Mary Swoboda, secretary. Approved by Theler Board 4/24/2007.