

Board Meeting Minutes
May 8, 2024

- Call to order
The board meeting of Sanctuary Ski Club, an Illinois not-for-profit organization, was called to order on Wednesday 05-08-2024 at 7:30 PM at Crazy Pour Sports Bar.

Board Members Present:

President - Mark Riley
Vice President - Dave Meisner
Treasurer - Brian Bottomley
Secretary - Suzi Scott
Sergeant at Arms - Bill Handler

Others Present:

Sharon Angelus
Ralph Wiechert
Ed Martin
John Angelus

- Opening remarks
- Roll call
- Quorum yes
- Changes to the agenda No
- Approval of minutes:
Motion to approve transitional meeting minutes from April 28, 2024 by Dave M. Second it by Brian B.
MOTION PASSED
Motion to approve General meeting minutes from May 1, 2024 by Bill H. Second it by Dave M.
MOTION PASSED

President's report

No report

Treasurer's report from May 1, 2024

- PNC Checking \$29,367.65
- MMDA: \$52,392.04
- CD: \$41,186.40
- PayPal: \$0

No bank date was set to change signatures

Need to reconcile 2023

Brian B holds the Conflict of Interest signed forms

ACTION:

Mark will send minutes to Mike and Anna to sign off on bank accounts

VP / Committee reports

○ Trips:

Ralph accepted chairmanship

1ST: reconcile with trips from past season.

ACTION:

Brian, with Moira, will reconcile Whitefish, Jackson and Taos which are works in progress.

Ralph ensures P and L is posted in the Cloud.

Ralph has to chase down Snowmass End of Season trip paperwork.

We have checks cut for next season. They need to be processed.

2ND Japan:

Nancy and John will finish budget and flier for Japan.

Collecting money on June 6.

In the May 15 or June 1 Blast, we will have 8 trips done and can advertise.

Announcement for website will light up where we're going and when.

Have no airfare for 4 trips. The other trips, the airfare was very high.

3rd, Airfare:

Still getting paperwork for Red Mountain and Sun Peaks

Anna and Dave are looking at March.

Quote in for end of season for Snowbird

Dave and Anna will get a price on Breckenridge

Get price sheets ready for June Board meeting

Will not light up trips with No Contract

○ Membership:

John Angelus accepted chairmanship

Keep same dues of \$25

Motion was made to set membership at \$25 each by Dave M, second it by Brian B.

MOTION PASSED

Sharon does not want variety in sign up methods and costs. Do we need a motion for no membership specials?

Records show 100 are people are just social members

Trips Club fees collected were \$9000

Trip leaders brought in another \$5000

Membership brought in \$9000 in PNC

Trip Seminar

ACTION: Dave M will check what time the educational session is for title, Electronic Payment System

- Publicity – nothing definite with Maureen

ACTION: Dave will ask Maureen for her answer

- Webmaster

Ed accepted chairmanship

- Social

Brian accepted chairmanship

Amy Marker will co chair Social

Social is connected with Spokes to avoid conflicts

Date change forthcoming for Oktoberfest

- Spokes

Suzi accepted chairmanship

- Old Business

- Review previous ACTION Items

- Recap of après season party – Dave M
- Favorable by older, non skiers attend Banquet
- No shortcomings.
- Younger won't commit ahead, low turnout

At the End of Year Party: Dave reserved next year, the last Sat in April, with Tim Belgio, Glenwood Lakes.

ACTION:

Get a written confirmation from Tim Belgio, in case we decide to hold the Party there. – Dave M

Ralph wants a list of attendees at the EOY Party - Suzi

Get mailbox key from Anna – Mark

Check if CMSC dues of \$40 were paid – Mark

Check if club insurance was paid – Brian B

- New Business

- Conflict of Interest Policy – Dave M

- Dave M made motion to adopt the new Conflict of Interest policy, second to motion Brian B.
MOTION passed



2024 Conflict of
Interest policy.pdf

All Board members signed the new Conflict of Interest Policy

- Trip Contract Signature Policy – Brian
 - Motion to vote on authorization for the President or Vice President to sign contracts that have been approved by a vote of the Trip Committee and the Trip Chair. For the sake of clarity, any contract where the cancellation terms impose a penalty in excess of \$10,000 prior to September 8th of the current calendar year shall not be signed without prior approval of the Board. In cases where the Trip Chair foresees a contract may have a cancellation penalty exceeding \$10,000, the Trip Chair should seek Board approval prior to submitting the trip contract for approval.

A motion was made by Brian B to adopt the Trip authorization policy. Second to motion Dave M MOTION passed.

- Reimbursement & Refund Policy – Brian
 - Trip Reimbursement Any member could be asked to procure something. No receipt, no reimbursement. Then member must go to board to request the reimbursement.
 - Most often it will be the Trip Leader with check requests.
 - Reimbursement & Refund policy update below
 - <https://mail.google.com/mail/u/0?ui=2&ik=bf0517a30c&attid=0.5&permmsgid=msg-f:1798443973502313183&th=18f55b43ed0c22df&view=att&disp=safe>

Decide the minimum for a refund is \$40.

Do analysis of thresholds.

Trip Leaders need to plan better. To ask for money for a party, Trip leaders must research party for venue and cost before asking.

Mark makes a motion to Table Trip Reimbursement and Refund Policy for later

Need to have a Trip Leader meeting to go over the policies before signup night – Board

- Wild Apricot (club management software) – Sharon / Ed / Brian
 - Sharon reports on
 - Blast is in Mail Chimp
 - Wild Apricot program: Use digital for membership, not trips yet. Trips are more complicated, and there are drawbacks. Tonight we don't decide on WA for Trips.
 - Features:
 - Use Infinity pay, it connects to bank account. Discontinue Pay Pal.
 - With WA, we keep our Cloud site and our website address
 - Will Wild Apricot be in compliance?
 - Wild Apricot will collect everything for you.
 - Members must get WA App: members can use credit card, we pay the 3% fee.
 - Manual override would be good for Membership payments.

A motion was made to adopt electronic payments for memberships this year by Brian B. Second to motion by Mark R.

MOTION passed

Bring up Cash Policy

FUTURE ACTION

Adopt electronic payments for trips in a year. Ralph will pilot WA for one year.

Need to hold a trip leader meeting to address new policies.

ACTION:

Dave M needs to upload Conflict of Interest Policy. This supersedes the current Policy

Wild Apricot was Tabled until later

- o Picnic Planning – Suzi

ACTION:

Complete the picnic planning in email to board to include supplies, equipment, format, raffle

ACTION:

Get 2024 pricing, try to get a discount and book Chucks for July 13, 2024 – Bill

Picnic was tabled until later

ACTION SUMMARY Review new Action Items

Send minutes to Mike and Anna to sign off on bank accounts- Mark

Need to upload Conflict of Interest Policy – Dave M

Get a written confirmation from Tim Belgio, in case we decide to hold the Party there. – Dave M

Ralph wants a list of attendees at the EOY Party - Suzi

Close out of 2023 Fiscal Year – open issues – Brian

Get mailbox key from Anna – Mark

Check if CMSC dues of \$40 were paid – Mark

Check if club insurance was paid – Brian B

Comments, announcements, and other business

Adjournment

There being no further business to come before the board, the motion to adjourn was made by Mark R, Second to motion by Dave M. We adjourned the meeting at 9:42 PM