

Take A Kid Outdoors Board Meeting

Date: March 29, 2018

Time: 6:47

Location: UIU in Fayette County, Risa's office in Johnson County, via Zoom.

Attendees:

Fayette (Board Members) Leif White (President); Kata McCarville (Treasurer); Dick Jensen

Iowa City (Board Members) Risa Dotson Eicke (Secretary)

Absent: Bruce Fink; Adrian Holmes; Judy Joyce (Executive Director), Ron Lenth (Vice President); Jim Halstead

Minutes to Approve: Kata moved to approve the December minutes, Dick seconded, all approved.

Treasurer's Report: Fayette County got a grant. Kata says we paid insurance out of the general fund so Fayette needs to pay some of that back now that they have money in the account.

Judy's email 1/18/18: FYI - there is only \$340+/- in the Fayette account and 1/2 of the insurance is \$429. If it is ok - we can cover it under the General TAKO account. I will move \$240 from Fayette to General and leave \$100 in the Fayette Account. Then the board can decide if they just want the General Account to cover it OR if we get funds down the road for Fayette - it can pay the General Account back.

The difference is \$189. Kata said when the money is in the Fayette account from the grant, they can pay the General Fund \$189. The annual award event is Friday, 4/6 at 1:30 pm. at the Hawkeye Community Center. The grant checks will be given out at that event, including one for TAKO for \$1280. Dick and Ron are going. Kata said they can also transfer half of the Bluehost money along w/ the insurance: Proposing half of the hosting fee, \$197.82 to transfer to the general fund. If we have enough money in the general fund than Risa would be reimbursed pending an email vote approval, and then Fayette would transfer half of the amount to the general fund along with the remaining insurance money.

We talked about changing the 3 year Bluehost renewal to be an annual renewal, and how to do that with a credit card. We can pay the 3 years now and then try to figure out what we want to do when it expires in 2021.

Bills to approve: Covered above.

Johnson County Positions: Leif talked about Judy's proposal from the last meeting. Not sure we can start in this direction without having the bylaws set up first. Wondering about Johnson County RC&D- has that started yet? Kata is going to look for bylaws for an organization with chapters, but it's a membership organization and the membership fees are what runs it. As long as it's clear that the income is donations and grants and not memberships for TAKO chapters. But would we prevent any chapters from having memberships? We would need somebody to put together a new set of bylaws before going out to start new chapters. So, maybe Judy could work on getting the bylaws in place first so that we have something to go off of to show to other potential chapters. Kata said we need to find a good model to go off of, modify it for TAKO and have the board vote on it. We have to figure out what's

going to happen centrally: insurance, website (modifications if adding chapters), then separate accounts for each chapter that they pay into the central account each year to cover those costs. The web costs should stay the same but the insurance costs will probably go up. Chapters would take in their donations and grants, allowable expenses, they would pay event expenses out of their own account, then turn in their IRS form into the central organization at the end of each year, and post it on the website. Each chapter would need guidelines saying what is okay and what is not okay.

It was suggested that maybe RC&D, or maybe a board member volunteer to put the bylaws together. Dick, Kata and Leif talked about possible people that might be willing to help put bylaws together. We want to get the bylaws together sooner than later so that we can move forward.

Bank accounts are set up- Fayette has their account so it's easier for them.

We talked about online purchase, like Bluehost that might be set to auto-renew: We could have the General Account at the bank on file instead of having a board member's credit card on file. Any auto-charges would automatically be taken out of the bank account- whether it's the bank account number or a debit or credit card from the bank that would go straight to the account.

Kata suggested with chapters, we would need each chapter to use their own bank, would not all be able to use the same bank due to there not being branches in every community for easy access. For now, we should leave the \$100 in their account and Kata will take the new grant checks and open an account at Veridian Credit Union in Fayette.

Committee Updates:

Fayette County Event Committee- None.

Johnson County Event Committee- None.

Chapter Committee- None.

Website/Marketing Committee- None.

Fundraising & Grant Writing Committee- Upper Iowa Audubon society \$500 grant awarded to Fayette County.

TAKO Rewards Committee- None.

Other items:

We need at least 3 meetings per year, one has to be annual. A question came up if this meeting counts if there is no quorum. Risa said she thinks it counts as a meeting, we just aren't able to vote without a quorum. Next meeting we should set a date for the annual meeting, Kata is thinking in the fall.

Set next meeting:

- May 3rd at 6:15

Kata made a motion to adjourn and Dick seconded to adjourn. Adjourned at 7:35.