

## Hutchinson Bell Board Meeting

### Board Members Present:

- Laura Alvarez, Andy Diestelkamp, David Diestelkamp, Philip Chumbley, Shannon Sink, Kathy Barclay, Jen Venuso, Mason Venuso

### Board Members Absent:

- Curt Nettles

### Minutes:

- Shannon called meeting to order at 6:34pm.
- Jen read the minutes from the previous meeting. Mason moved to approve the current minutes on Trello, Philip seconded, motion passed.
- Laura moved to appoint Kathy Barclay as Treasurer. Andy seconded. Motion passed.
- Discussion of whether to change the Registered Agent with the state from Trenton Roth to Kathy Barclay. It will cost \$25 and needs to be approved by the board. David suggested we wait 6 months to make that change. Philip agreed and tabled the discussion.
- Jen reviewed Conflict of Interest Policy. Andy moved we adopt the policy, David seconded, motion passed. Signatures accepting the policy for each board member were collected and given to Kathy.
- Mason gave the Communications report. Reiteration that more communication with membership at large is needed. An email for the chapter has been created ([chicagolandchapterHB@gmail.com](mailto:chicagolandchapterHB@gmail.com)) and the President and Camp Director have been given access to it in addition to Mason. Mason has been updating the email address list and has made several updates on the chapter's Facebook account. He has also been in communication with Mrs. Trigg at FC regarding assistance from an FC Communications major.
- Care packages: 24 were sent to all former Chicagoland campers who are now FC students. Total cost was \$150 mailed. Cost was covered by donations. Shannon would like to do it again next year.
- Thank you notes read: Jacob Sink (for care package) and Jacob Alvarez (for scholarship)
- Laura gave the Leadership Summit Review and expenses. The Sinks do not need to be reimbursed. Kathy and Laura's flights totaled \$617.56. FC reimbursed \$463.17, leaving \$154.39 to be paid by chapter (\$75.90 to Kathy, \$78.49 to Laura).
- Shannon reviewed the camp portion of the Leadership Summit. Discussion of camp scholarships and possibility of "camp store" to purchase FC merchandise.
- Shannon gave the camp report for Bill. The campground has been secured for 2018, the same week as last year. Date set for June 17-23. \$250 registration deposit to the campground. Within the week there will be a video announcement via email, Facebook, and the chapter website. Bill intends to discuss early registration with the Barclays.
- Kathy gave the Treasurer's report. The new account with US Bank was opened as of Sept 1 and the old account was closed a few days later. The old club was disbanded as of July 26th. The new paperwork (for 990 tax exemption) is needed by Nov 30. As of Oct 10 the chapter was registered with the state of IL for solicitation of funds (registration needed annually). A state sales tax exemption is for the chapter purchasing something, but we may need to charge for sales tax on goods we sell. Kathy is also looking into whether we need to be registered with the state of Wisconsin since camp is held

there. Kathy mentioned the need to track volunteer hours as requested by FC. A debit payment for the storage unit has not shown up on the account records even though the storage company says it has been paid, and there is a possible \$200 fine for soliciting funds before officially registering for the state – be on the lookout for these costs in future reports. Discussion of getting a business credit card through US Bank.

- Laura gave the Falcon Days report. Falcon Days has been revamped and now includes sessions and tours for parents, although no housing is provided for parents. It has become the focus of many chapters to get kids to Falcon Days. Laura moves that we form a committee to focus on Falcon Days, Mason seconded, motion passes. Andy appoints Laura as committee chair. Students attending the November Falcon Days are Kennedy Smith and Garrett Roth. Laura moves that we reimburse Kennedy and Garrett \$60 each for their registration fee and up to \$100 each for travel expenses. Shannon seconded, motion passes. The Trenton Roth family intends to drive to the March Falcon Days and they have 8 seats available.
- Andy reported on proposed upcoming activities. 4 board meetings (including the annual meeting) for the calendar year, with activities every month except for July. Possible Watch Party Dec 14 for the FC basketball game vs Lipscomb. Discussion of Membership Drive, discounted camp admission for Bell members. Andy created an Event Committee and appointed Shannon as Activities Coordinator.
- Laura moved to table discussion of scholarship committee and job descriptions. David seconded, motion passed.
- Philip suggested a standing deadline in June for scholarship applications and recommended a bigger push for camp attendance.
- Philip moved to adjourn, Laura seconded, motion passed.

### **Upcoming Meetings and Dates:**

- Next meeting: Saturday, January 13th at 2pm at David's house.
- Annual meeting: Saturday, April 7th at the Sinks' house including social event.

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**Unofficial addendum to treasurer's report:** Any business that conducts business or sells to customers in Illinois must register in Illinois every year. Kathy sent that paperwork off on October 10th. She has not yet heard back from the state. The form 990 is the return we file because we are tax exempt and the last one for the booster club will be due 11/30/17.