

GRSA Board Meeting

January 9, 2018

Present: Aaron Boudreaux, Hayley Buckley, Karen Campbell, Anna Cavinato, Janice Cowan, Cheryl Hudson, Mary Koza, Seglinda Martinez, Pam Moore, Patty Sandoz, Kathy Thimmes, Susan Triplett, and Keith VanVickle

Not Present: Alice Trindle

Guest: Susi Webb

The meeting was called to order at 5:06 pm. Everyone told something about the highlight of his/her holiday season.

The minutes were approved after a slight correction. (Anna/Pam)

Mary reported about tablecloths. She recommended using tableclothsfactory.com. The Auction committee can help choose sizes and the number needed.

Concerto competition update. One person has turned in an application. The deadline is January 15th.

A paper, that Alice had prepared, was sent around the table about talking points for GRSA and the 70th anniversary.

Cheryl will contact Eugene Smith about how he is progressing on the book he is writing about the orchestra.

Janice made a presentation about making badges that can be sold. The Marketing and Auction committees should meet jointly and make a presentation at the February meeting. Anna and Alice should arrange this. Cheryl joined the marketing committee.

Pam and Cheryl's documents were shown about their committee duties and requirements. All of the other committee chairs should have descriptions of their duties ready by the March meeting.

It was decided that we would try to visit Anita Pipes in the springtime when the weather will probably be better.

The next Chamber Concert will be performed at the Wes and Marie Rampton home on January 20th. The Windy Keys Trio will be the musicians.

Aaron presented about our Security Policy. He said that passwords of at least 8 characters should be used by any person who needs to access our GRSA websites. He suggested using a password manager for each member, because each account you use should have a different password. He recommended Last Pass, a free service.

A password Ad Hoc Committee was formed. Members will be: Aaron, Alice, Keith, Patty, and Susan.

Alice has a conflict on 2nd Tuesdays. It was determined to move our meetings to the first Tuesday of the month. The next meeting will be **Tuesday, February 6th at 5 pm.**

Karen gave a Nominating Committee report. The committee is still working on filling the Board positions.

Hayley will help write up #4c on the meeting's agenda. It states. "We need procedures drafted for stage management – who would be willing to draft? i. Lights, curtain, doors, ushers, etc."

Pam handed out an income report through January 31, 2017.

Susan passed out three reports: Profit and Loss Budget v. Actual for July 2017 through December 2017, Reconciliation Summary through 12/31/2017, and Reconciliation Detail through 12/31/2017.

There was a discussion about PayPal and how it should be reported.

Patty stated that the Board received \$500 from the Jack and Meredith Wilson Family Fund of the Oregon Community Foundation in early January. This is a general support gift with no report required.

The Investment Committee presented the Proposed Investment Policy. This will be voted on at the February meeting.

Groups need to prepare a budget about their programs. These need to be in by the March meeting.

Mary, Karen and Pam will attend the Tea and Trumpets event on January 31st.

Our guest was asked to leave as we reviewed the letters that we have received following our meeting with the Oregon Department of Justice. The \$1,000 from anonymous, \$540 from Lorna Spain and \$1,075 from Dale Lauritzen will be placed in the endowment.

Based on the Assistant Treasurer's documents that can be traced to 2010-11, we voted to transfer the above amounts. (Patty/Aaron).

Meeting adjourned at 7:18 pm.

Submitted by Cheryl Hudson, secretary

Director's Name	Term of Service		Director's Name	Term of Service
Boudreaux, Aaron	11/16 to 10/19		Martinez, Seglinda	6/17 to 5/20
Buckley, Hayley	6/17 to 5/20		Moore, Pam	7/15 to 6/18
Campbell, Karen	7/16 to 6/19		Sandoz, Patty	7/15 to 6/18
Cavinato, Anna	7/15 to 6/18		Thimmes, Kathy	11/15 to 10/18
Cowan, Janice	10/16 to 10/19		Trindle, Alice	7/15 to 6/18
Hudson, Cheryl	7/16 to 6/19		Triplett, Susan	6/17 to 5/20
Koza, Mary	7/16 to 6/19		VanVickle, Keith	7/15 to 6/18