

KEY PENINSULA BUSINESS ASSOCIATION

Minutes

January 7, 2020

Members of the Board present: President, Alecia Warner, Vice-President, Gina Cabiddu, Secretary, Nancy Carr, Treasurer Linda Grubaugh.

Meeting Location: The Blend.

The meeting was called to order at 6:36 pm by Vice-President, Gina Cabiddu. President, Alecia Warner was a few minutes late.

Agenda Approval:

The agenda was passed out and the recommendation was made to add a credit card payment system and the 2020 brochure to new business. Frank Grubaugh made a motion to accept the agenda as amended, Todd Rosenbach seconded and the motion carried.

Board and Committee Reports

Secretary's Report:

Nancy advised there were some revisions and clarifications that were needed in the December minutes and revised copies were available for those present. In order for the new president to be added to the checking account at Sound Credit, the minutes needed to state that Alecia Warner was the new President of KPBA and was to be added to the checking account and Eric Moreland as the out-going president would be removed, and Linda Grubaugh remained as Treasurer. It also was asked that clarification be included in the minutes that the Gig Harbor Chamber of Commerce dues for 2020 were to be paid. This was a line item in the budget, but no monetary amount had been assigned.

The Secretary asked that the amended December 2019 minutes be accepted. Soctt Gallacher made the motion to accept the amended minutes. Don Swensen seconded and the motion carried.

Treasurer's Report:

The Treasurer's report for December was passed to the members present. Linda advised there were no outstanding bills. It was stated that payment of the Gig Harbor Chamber of Commerce dues was approved at the last meeting so could be added to the 2020 budget. Todd made a motion to accept the Treasurer's Report as submitted. Alecia seconded the motion and it was carried.

Ruth's Donation Committee:

There was no current report and there has not been a current meeting. It was asked that the chairman, Sheila Niven, be contacted and the committee at the February meeting confirm the organization recommendation that we establish the fund with TCC for a perpetual scholarship for Key Peninsula students who want to go into nursing. TCC requires \$25,000 to start this scholarship and we need about \$2,500 more to meet the requirement.

Budget Committee:

The budget was approved at the December meeting and will be revised to show the GHCC dues. A new committee will be needed in October or November to start on the 2021 budget.

Events & Donation Committee:

The committee has not yet met. Members are Eric Moreland, Alecia Warner, Gina Cabiddu, Linda Grubaugh and Charles Ellis. Gina advised a report will be available at the next meeting.

Old Business**Member Renewals:**

Linda advised renewals are slowly being received. The invoices went out late and some members have not yet received one. Linda will check with Laurie Ellis to get current status. The process of initiating the invoices was explained, and the format of the invoice was discussed.

Book Review in Place of Audit:

Lisa Bryan made a motion to appoint an Accounting Review Committee of two or three people to review the books. Nancy Carr seconded and the motion carried. Todd explained it was good to do this review in a cyclical basis, and suggested to have this in the fall before Board elections. Lisa Bryan volunteered for this committee.

Member List Update:

Gina asked how this list is updated. Linda updates the member list when dues are received and she provides this information to Chuck. Alecia will work with Chuck on this.

Camp Seymour Dinner Selection:

Gina asked how this was progressing. The date (March 22) and time (5:00 pm) have been chosen, but the menu has not yet been selected. Todd will work with Eric on this.

Speakers:

Gina talked about the survey she and Alecia gave to all the participants in the December lunch meeting asking for suggestions on speakers and subjects, training opportunities and the results of this survey will be shared at the February meeting. There was a balance of suggestions to have business speakers and elected officials. Todd advised that one of the benefits for \$500 level members is to have a month (of their choosing) to talk about their business, if they choose to speak. There was a suggestion to have someone talk about the new tax changes.

The January meeting speaker will be Dr. Jarvis, PSD Superintendent talking about the upcoming levy. This is Friday, Jan 17th at Noon at El Sombrero

Website, Calendar and Page Updates:

The website will be updated when we have more member renewals – it is easier to do it all at once. Calendar updates, however, are very easy and can be done any time through Google Calendars. Nancy will get with Rob to outline the changes to be made, and Alecia will be included in this meeting.

Facebook and Instagram Progress:

Alecia has been scheduling posts and asks that we please put in comments and events. We are trying to get posts and content on there. Please send Alecia information and she has been pulling some information from KP News. Alicia will be preparing more training on Facebook.

Instagram is photo based and Gina needs pictures. Please send her some pictures of your events so she can provide Instagram publicity.

Alecia and Gina are trying to coordinate SBA training on social media. They provide evening training free of charge.

Annual Dinner Update:

Todd will call Rosina to get her templates and contact info for the auction. Volunteers are needed by the end of January. We need to make sure the folks know the money from the silent auction goes for scholarships. Gina will take charge of getting donations. Todd advised some of the steps required to handle this process from receiving donations to displaying and follow-thru to payment.

Invitations need to go out about February 15th, so work on this needs to start soon. An e-mail will go out to members advising of the date/location change.

New Business**Gig Harbor Chamber of Commerce Government Relations Committee:**

Scott Gallacher has been our representative on this committee but advised all the business is Gig Harbor related, nothing for the Key Peninsula. He does not feel this is a priority item for KPBA. Gina asked if anyone was interested in attending. It is the first Monday of the month at 9:00 AM. Gina advised Children's Home Society has a staff member that is going to these meetings and will be willing to also represent the KPBA.

Check Signing:

Gina asked if the Vice President could be added as a check signer if the President was not able to sign. Comment was made by members that other organizations have this feature. The By-Laws would have to be revised in order to have this done. Dick Kelly made a motion that the By-Laws be revised to include the Vice President as a check signer. Frank Grubaugh seconded this motion. This motion passed with one abstention. The Board will look at the process for By-Laws changes.

Credit Card Payment System:

Todd proposed that we look at obtaining a credit card payment system to collect dues and/or it can be used to collect payment at the annual dinner. Todd made a motion to add an electronic payment system for KPBA. Dick Kelly seconded, and motion carried. Alecia will research different options on equipment and fees and ease of use and will bring back to the members. All options will be researched.

Brochure:

Charles advised the previous process for obtaining information for the brochure. For 2020, he is starting now, as the dues renewals come in. Pictures are also needed to put into the brochure and a committee needs to be assembled to help with this task. Committee is Chuck, Gina, Todd for committee. Alecia put a request on Facebook and has volunteers for photographers.

Location for February 4th Business Meeting:

The KPBA business meeting for February 4th will be at the Blend at 6:30 pm.

Individual Member Reports:

Alicia Warner, US Bank -manager of US Bank in Bremerton, working a fundraiser with hiking friends for food for backpack for kids

Carolyn Wiley, KP Farm Tour -planning in process for spring farm tour and maybe a farmers mkt

Frank Grubaugh, Fire Dept -3 new fire dept trainees, 4 are out with injuries and fire dept got new coats!

Todd Rosenbach, LPL Financial -really busy time of year

Joe Downing, Joseph Downing RE -Just got RE license and is an Independent working out of house

Jeff Minch, Camp Coleman -working on rewiring. The camp is empty, come for a tour!

Don Swensen, Blend -Business good and up from last year. Don is new president of Community Council. If anyone can contribute to keep the office going, it would help. The job is real, but not so much the pay. Looking for a director on council for area east of 118th, north of Minter Creek.

Lisa Bryan, KP News -2019 great year. Have a new bookkeeper, Linda Grubaugh and new sales rep, Deanna Hunter

Greg Hessler, Figaro's Pizza -Want to come to more meetings and learn about the community

Tim Kezele, KPCC -2019 really good year. Lots of projects & improvements coming. Comedy nite is Jan 25th, all community skate, Feb 1 and crab feed Feb 22. Tickets coming soon.

Ray Flowers, KP Veterans -We've had a great year, 89% veterans on the KP and we hope to be able to help out more this year.

Chuck Ellis, Goin' Postal -business is finally slowing down

Scott Gallacher, KPen Parks -Updating the Comprehensive Plan and hiring seasonal staff and one full time staff

Dick Kelly, KP Vets -Vets open house at Key Pen Community Center Jan 16

Danna Webster, KPC & Community Office -Looking for Director for Area 1

Deanna Hunter, KP News -happy to be a part of this community

Nancy Carr, LIC-next big event is Super Sale, April 18th, more info next month

Gina Cabiddu, CHS-Have been for a year and happy to work with everyone. This has been a Fantastic year. I was selected to represent the KP on the Birth to 25 Committee for Pierce County District 7 which reports to Bruce Danmeier.

Meeting adjourned at 8:03 pm.

Respectfully Submitted,

Nancy Carr
KPBA Secretary

Minutes Approved February 4, 2020