

ADOPTED

WAC Board Meeting Minutes (In-Person/Zoom Hybrid) September 16th, 2021

Board Members Present:

Tom Feight (VP)
Neils Schmidt (Treasurer)
Kristin Sample (Secretary)
Kathy Nohr
Paul Wickstrom
Julie Schrader
Jeff Cox
Curt Biggs

Absent:

Khalid Hanifi (President)

Other members in attendance: 9

Call to order: 6:33 P.M.

1. Serenity Prayer and WAC Mission Statement. We read the Mission Statement to remind ourselves of the WAC's mission and to use it as the guiding principal in making decisions.
2. Approve the 7/15/2021 Board Meeting Minutes.
Motion: Tom
Seconded by: Jeff
Discussion: None
Approved by unanimous voice vote. None opposed.
3. Member/Patron/Employee Recognition:
 - a. Thank you to Mark S. for coordinating the Flying Blind Event on July 1st. The event was a great success with 40 in person attendees and approximately 20 virtual attendees. The event collected \$110 in donations for the Club. We are very grateful for the initiative and hard work that went into the event.
 - b. Thank you to Brad R, Rick S, Daniel S, Scott A, Bob S, Jeff C, Julie S, and Curt B for cleaning up the grounds after strong storms brought down several large tree limbs and damaged the tents.
4. Treasurers Report:
 - a. July:
 - i. \$15.5K in revenue, \$1,500 in concessions costs, for a net revenue of \$14K.
 - ii. \$19K in expenses, making for a deficit of 5k in the month. We had budgeted for a loss of \$2,500.
 - iii. Our balance sheet is still healthy with 9 months in prudent reserves.

- iv. We moved 5k to the endowment fund, a nest egg meant to protect the future of the club.
- v. Meeting rent revenue was 97% of budget, concession revenue was 97% of budget, YTD revenue is at 98% of budget, and expenditures are at 82% of budget. We are doing very well in terms of revenue, YTD at \$38K and budgeted for 8k. This is largely due to generous members during the pandemic and our PPP Loans.
- vi. Our two PPP Loans totaling about \$43K have now been forgiven.
- b. August:
 - i. Revenue of \$11600, concessions cost of 2K, total expenses of 12K, making for net deficit of 2K which was budgeted for.
 - ii. We have a healthy balance sheet with 12 months of prudent reserves.
 - iii. Meeting rent revenue was at 87% of budget.
 - iv. YTD Revenue is at 100% of budget.
 - v. Expenses at 82% of budget..

5. Manager's Report

- a. We are compiling information from the existing meetings regarding their use of the lockers in the interest of finding space for new and existing meetings. If your group is not meeting at the club but would like to claim your locker, please come by to fill out a locker form by the 15th of October.
- b. We started selling the Al-Anon 12 and 12, a very popular book within that fellowship.
- c. Rocky has given his notice effective immediately.
- d. Our newest staff member Annie has been trained and is getting along swimmingly with the rest of the staff.
- e. We have had enough traffic on Saturday mornings to warrant once again having too staff members on shift.
- f. The recovery room has been outfitted with a new computer, monitor and printer. These can be used free of charge by patrons. Thank you to Kathy for their installation.

6. Committee Reports

- a. Building and Grounds
 - i. Curt has been working on repairing our stone grill.
 - ii. Windows were cleaned by Huron Valley Window Washers.
 - iii. We obtained 3 bids for replacing the gutters and having leaf guards installed. The Committee and Board approved the quote from Gutter Systems of Michigan. We are waiting to hear back to get on their schedule.
 - iv. Marc B. is working on repairing the bulletin board near firepit.
 - v. We are working on a plan for the concession stand renovation. We have a bid from Chelsea Lumber for new cabinets and countertops. We decided to pay a little more to have granite counter tops that will hold up better than laminate countertops over time. We are getting quotes from 2 contractors for the installation. The cabinets will take up to 18 weeks to arrive, so the work won't

start until early 2022. Cabinets cost \$3200 and countertops cost \$5200. We are going to ask Chelsea Lumber if they would be willing to donate some of the cost.

- vi. Curt and Julie will be doing a clean-up of back fence along west and north side of the property to clear out brush and vines that have gotten out of control and are choking out trees. Julie will draft a letter to the neighbors to communicate the work to them and give them contact information in case they have any concerns.
- vii. Lights in boiler and storage room are failing. Looking at getting some LED lights to put in. Jeff G will do the electrical work.
- viii. Next meeting: Wednesday, October 6th at 6:35pm

b. Communications Committee

- i. We moved the committee meeting to the 3rd Tuesday of every month at 7:00PM. The committee felt it was best to meet after the other committee meetings have taken place in order to know what the committees will need the communications team to promote.
- ii. The Club's email list dropped down a bit after purging those who haven't opened their WAC email messages for an extended period of time.
- iii. Our click rate remains higher than industry average.
- iv. Next meeting: Tuesday, September 21st 7:00PM

c. Governance Committee:

- i. The Governance Committee is an ad-hoc committee that meets when the need arises. The committee has not needed to meet.

d. Historical Committee:

- i. Members of the Historical Committee are meeting Sunday, October 3rd to sift through archived WAC historical materials to decide on how to store and archive the materials.
- ii. We are planning a virtual anniversary event involving showing the 50th anniversary movie. We are shooting for Thursday, October 28th at 7:00PM. Communications about the event will be coming soon.
- iii. Our next meeting is Thursday, October 21st at 5:00pm.

e. Fundraising Committee

- i. Our Giving Tuesday fundraiser is coming up on November 30th. We will make announcements with email campaigning, online fundraising through Facebook, and Instagram. Anyone on Facebook can indicate WAC for donations.
- ii. We hope to have a Jewelry and Accessory Sale. Set for Saturday, November 13th and Sunday, November 14th. The event will run 8:30am to 5pm on Saturday and

9:00 to 2:00pm on Sunday. Sara will coordinate the fundraiser and a notice will be in the AA Observer as well as the usual WAC communications

- iii. Kristin was able to place an order for Christmas Trees, but we are not quite certain what we will actually receive. The shortage from last year has carried over and increased this year so the trees will be limited and more expensive.
- iv. We did not discuss at the meeting, but there is year-end mailing still to be set up.
- v. Finally, the AAACF has been setting up Catchafire and in the next couple of months they are offering several on-demand informational series on fundraising. If anyone is interested, please let me know and I can set up my viewing at the same time and share a login.
- vi. Next fundraising meeting is October 14th at 6:30pm with the Social and Membership committees.

f. Membership Committee

- i. September is membership month. The Membership Drive started last weekend and continues next weekend. Last weekend brought in 25 memberships. Volunteers staffing the membership table are having a contest on who can bring in the most memberships. The winner gets a gift card to the place of their choosing.
- ii. Membership committee meets on the 2nd Thursday of every month at 6:30PM.
- iii. Next meeting: October 14th at 6:30PM

g. The Social Committee:

- i. We cancelled the Labor Day Picnic due to the increase in COVID variants and cases. We want to keep the club a healthy place.
- ii. We will reevaluate whether or not we will have a Halloween Party in October.
- iii. Social Committee meets on the 2nd Thursday of every month at 6:30PM.
- iv. Next meeting: October 14th 6:30PM

7. New Business.

- a. None.

8. Member Comments:

- a. Denise: Many groups are meeting outdoors. Is it possible to designate one of the areas outside as a nonsmoking area?

Response: We suggest that groups who wish to have a group conscious and make their meeting non-smoking. Groups can remove the cigarette buckets away from the gazebo and tell attendees that the meeting is non-smoking. The Club could help with some signage for groups to use.

9. Move to adjourn: Tom
Seconded: Neils
Unanimous voice vote to adjourn.

10. Adjourned at: 7:09 P.M.

11. Serenity Prayer

Next Board meeting: Thursday, October 21st, 2021 at 6:30 PM

Respectfully submitted,

Kristin Sample, Secretary