

BARE MOUNTAIN RETREAT, Inc
BOARD MEETING MINUTES

Date: September 4, 2022, Time: 10am, Place: Common Grounds

Board Attendance: Brent, Donna, Christian, Eric, Cherie
Member Attendance: Gail, Ron, Doc, Cindy, Ken, Al P, Gary

Additions to and/or Acceptance of the Meeting Agenda:
Addition: Discussion of Policy Manual Sec. pg. 21 regarding the Youth Account
By Laws Page 7 under President Sec regarding signatures on checking account.
By Laws Page 8 under Miscellaneous regarding records on site.

Acceptance of August 14, 2022 Meeting Minutes: Motion made, seconded, and approved.

Financial Report and Acceptance:

Checking (Operating Account) = \$ 9123.10

We are looking good on the budget and one reason is the dust abatement was not done this year due to no product for interior and Boise County for exterior.

Income from the pool donation commitments is going well. More dollars to come in.

Visitor and Cabin rentals is down due to late season start.

Petty Cash of \$200.00.

Money Market (Emergency) funds = \$37962.58

Record Retention schedule – a list of items with description, type, # years, or permanent, and location. Once item added is Water Reports for 3 years. Target to go through the office of all the information and keep or dispose of all documents. Also, once final review of the list is complete the list will be added as an attachment to the Policy Manual.

Budget review: Eric would like to review budget for 2023 now and the Master Plan to be discussed at the October Membership meeting. After much discussion it was determined that we need to do a meeting sooner than later to start reviewing each category. We need input from Committee Chairs for budget amounts and all members for Master Plan items.

Master Plans need to be more detailed, and owners of the project be determined.

Donna asked for a copy of check register and deposit register for August be sent to the board.

Board meeting for August financials and budget review is September 8, 2022, at 1pm.

Member at Large Report and Acceptance: Christian commented that the last 2 Activities have been great. He has a report that cigarette (white pall mall) was found on top of needles and around the bathroom on common grounds.

Committee Updates:

Legislation: if an issue needs to be investigated, send email to AI P. Then he will advise when to type up the legislation.

Emergency Preparedness: New pads have been purchased for the machine and a chip is ordered. The board approved the placement of emergency cabinet in the office.

Trails: Gary wanted to understand when a Committee Chair has a budget amount that its theirs to spend as they see fit. After discussion it was agreed with the Board that only Capital Improvement be on the Master Plan, which is different from regular maintenance budget items.

Old Business:

September membership meeting is September 24 at 1pm. October membership meeting is October 15 change time to 10am.

New Business:

Closing the mountain will be October 15 following the membership meeting.

Donna discussed the Youth Account (page 21 in policy manual) states that after \$500 the remaining monies to be moved to the pool needs. It is confirmed that \$1 from dues every member pays goes into the Youth Fund. Currently the July financials show monies not placed in that category. After discussion it was agreed that the monies will be placed in the Youth fund category for decisions over the \$500.

Donna referred to By Laws page 8, discussed the records should be kept on site with the back up thumb drive in case of emergency. Cherie mentioned that all passwords should be kept in the locked cabinet as well. Eric will work on this project with a goal for the end of September 2022.

Donna referred to By Laws page 7 under President section. Donna noted that in 2017 because of circumstances of checks being signed in advance of usage the board passed that only 1 signature was required. AI P will write the legislation to fix this issue.

Donna brought up the annual audit. There has always been an audit on the books each year and has been handled in house for privacy. Since this process is not documented Donna will write up the legislation for the policy manual.

Question and Answer Session

Next Board Meetings: September 8, 2022, at 10am, October 8, 2022, 1pm

Membership meetings: September 24, 2022, 1pm; October 15, 2022, 10am

Adjournment 11:55