

SCHB ExecComm October 19, 2022

Attending Members: Harry Elston, Neal Langerman, Arlene Garrison, Bill Carroll, Barry Streusand

Others present: Sheila Murphy, Marge Matthews, Kevin McCue

1. Minutes of the October 7, 2022 meeting were approved.
2. Updates from Temp Nomination committee (Bill/Barry)

Have heard from individuals Interested in Treasurer and Councilor positions

Suggest additional solicitations with December deadline and January election, clarifying that it is a clean slate for all elected position after 12/31. Including Councilor

Action Item: Barry and Bill will write a paragraph and reach out to Jennifer to see if she will distribute as part of other announcements

3. Treasurer's report
Group expressed concern about 2021 budget which showed a planned loss of over \$29,000.

Neal made a motion, second by Barry, discussed and approved unanimously:
DENISE MERKLE is authorized to act as assistant to the temporary treasurer to maintain and use financial signatory authority to pay bills by check or credit card as authorized by the temporary treasurer

Neal suggested move of active account from credit union to bank. Group discussion suggested that Neal wait until the financial state was clearer and consider at a later date.

Action items: Neal will reach out to web site providers to see what obligations SCHB has. Neal will work with Denise to access Quicken data and transition to Quick Books. Neal/Harry will ask regional meeting leaders about any documented expectations for funding, Harry will draft notes to SCHB members and Division leaders requesting information about any contracts. Harry will send note to Matt G (BMGT) indicating Joe is Councilor until 12/31 after which there will be a new Councilor.

4. Update from Programming
Harry has access to all Spring programming info. Access to others has been removed.
5. Update from Website Admin
No progress.

Action Item: Harry will reach out to Jennifer Maclachlan to see if she has any answers about admin.

6. Other business
Action items: Harry will draft email asking for updates on IPGs. Harry will send draft of Code of Conduct and all will review. Harry will contact Jennifer and ask her to serve as communications chair. Harry will contact Sonja and ask her to serve as membership chair.

Next meeting ???

Updates on action items from October 7 meeting:

- Letters to SCHB Membership are planned to go out the week of the 10th of October
 - **ACTION ITEM:** Sheila will contact Joe and Sonja shortly before those letters go out. **COMPLETE**
- Programming: Agreed that programming should occur in Indy.
 - **ACTION ITEM:** Kevin will give Harry MAPS access and terminate Joe's access after the call/letters are distributed. **COMPLETE**
- Money/Outstanding bills/etc: .
 - **ACTION ITEM:** Kevin send box of financials to Neal for review. **COMPLETE**
- Website: We need to find out who maintains (i.e. website administrator). After that is found, we need to remove all email addresses for the time being.
 - **Action Item:** Harry will reach out to Jennifer Maclachlan to see if she has any answers about admin. (Continued above)
- Annual report: Treasurer's report is important; Chair's report is doable right now.
- **ACTION ITEM – ALL: All communication from any (temporary) ExCom Member (i.e. "us") to any SCHB Member after the announcement will copy ALL ExCom members so that we can ensure that we speak with one voice.**

**NOTE: Minutes were approved at 12/8/22 meeting.
Signed, Arlene Garrison, SCHB Interim Secretary**