

ACTIVITIES UNLIMITED ZOOM EXECUTIVE BOARD MEETING MINUTES

Tuesday, January 12, 2021

The Executive Board was called to order by President Mark Cohen, at 9:38 A.M. The following members were in attendance:

Mark Cohen, President

Doug Cooper, 1st Vice President

Harry Bennett, 2nd Vice President

Dave Voehl, Secretary

Jeff Mohn, Treasurer

Marty Valerio, Assistant Treasurer

Walt Widmer, Membership Chairman

Bob Dauer, Immediate Past President

Joe Pullaro, Past President

Jim Mallen, Liaison to the WRC

Don Kirkpatrick, Guest

Frank Nusspickel, Guest

- Jim Mallen made a motion to accept the minutes of the December 8th meeting. Doug Cooper seconded and the motion passed by acclamation.
- Treasurer's Report – Jeff Mohn stated that the December 2020 expenditures were AU's annual payment to the WRC of \$2000, the Distinguished Service Award, gifts and the \$905 insurance payment for 2021.
 - The balance sheet has \$24,900 in cash. Doug Cooper sent Jeff a memo regarding the cleanup of the balance sheet, putting liabilities, assets and surpluses in their proper accounts. The 2021 Budget Proposal was discussed. Each Board member received a copy, so it will not be attached to these minutes.
 - Dues – we have 315 members eligible to pay (after considering those 90 years or over and any resignations). As of Jan 11th, 251 members have paid \$7,705. The percentage of dues received is quite a bit better than last year at this time. Jeff felt that the hard copy mailing to members was a help for the dues payments. The mailing cost \$450. We discussed how to follow up with the 64 members who have not paid and the grace period.

- Walt Widmer suggested that we do away with the grace period. Walt feels that a two week grace period would make the membership count more accurate. After discussion, we decided that a list of unpaid members should be made so that board members can assist in reminding members to pay. The list will be available at the next meeting for follow up.
- Jeff reviewed the 2021 Budget – We will need about 27 current or new members to meet the proposed budget. Interest is about the same. 50-50 income is a guesstimate. Other payments are predicated on starting normal operations in the second half of 2021. Web costs paid in 2020, covering the usage for two years. Bob Dauer asked about a donation to the VFW. Jeff agreed that we should have a line item for this. Doug suggested that we should add the insurance of \$1,150 into the 2021 budget, even though we received a reduction for 2021. We discussed the amount of dues and decided that any new members in 2021 will pay \$30 until we are able to restart normal operations. The board should review this again late in the second quarter.
 - Jim Mallen made a motion and seconded by Doug Cooper, for a resolution to approve the three signatories for 2021. They will be Mark Cohen, President; Jeff Mohn, Treasurer and Marty Valerio, Asst. Treasurer. The motion was approved and Jeff will communicate with the banks.
- Christmas Luncheon – Doug Cooper stated that both the members and The Indian Trail Club understood. Harry Bennett has the list of members who have paid \$29 which will be applied to a spring luncheon, this year, should we be able to have it.
- Physical meetings – The possibility of hybrid Zoom/physical meetings was discussed. Don Kirkpatrick questioned the feasibility of a hybrid. Don discussed the problem and necessary equipment needed to facilitate such a meeting. There will be both audio and video problems. Special mikes may be required and may cost about \$300. Don feels that it will be quite difficult to attain a workable solution. Vaccinations and face masks will also add to the mix of allowing a clear, functional meeting. Don suggested that a group go to the VFW to test it out. Also, Mark stated that all participants must be made aware of any rules (pandemic/safety) necessary for a physical meeting. Harry will coordinate the test. Joe Pullaro reiterated that we must remain focused to work toward physical meetings.
- Meeting Locations – Harry reported about the VFW. Harry corrected contact information for Ron Gimbert. Ron requested that we write up instructions as to how to operate the VFW equipment. Harry has written it and has given it to Ron. Ron also asked for a list of our clubs and a calendar of meetings. Harry displayed a calendar, which was discussed along with some logistical issues. Bob Dauer mentioned that all clubs must be flexible and what may be necessary re: usage of other venues. Bob Dauer and Walt Widmer offered to help arrange a schedule for the VFW. Harry has created a list of officers and club chairmen for the VFW. Harry said that we need to assign two members to be key holders. Mark indicated that we will consider who the key holders might be.
 - Harry also emphasized that AU has to leave the VFW as we find it, garbage out, chairs put away and, although not mentioned, we should be able to sanitize what we used.
- Understanding 501(c)7 – Frank Nusspickel spoke first about that we would need to be a legal entity. Defined as a corporation, partnership or trust. Probably best to form a limited liability

corporation (LLC). But ownership is primary. The first choice would be the WRC or one or two board members or the board in general. Tax filing is different for a single owner and multiple owners. Frank explained various methods of setting up the exempt requirements of a 501(c)7. We discussed legal fees and Frank indicated that an AU member, Rich Berger, might be willing to help set it up. Most of the information would come from the AU By-laws and the Constitution. An annual Form 990 or a 990EZ would have to be filed for Federal and State tax compliance. Startup costs are estimated to be about \$500, with an annual cost of about \$100. Frank indicated that an alternative may be to require a 'hold harmless' document from any member attending a meeting at a venue requiring the document. We discussed all the ramifications of different methods.

- Bob asked if we should invite the woman who does the insurance for the WRC to attend a board meeting. Doug indicated that we need to approach this question with some caution in raising these questions with the insurance companies. Dave Voehl asked if any member is very knowledgeable about insurance law. Harry Bennett said that he likes the idea of an independent advisor to give us direction. Mark will follow up to try to find an AU member who has had insurance experience prior to joining AU, in making a decision and Harry Bennett will ask some contacts for information. Frank said it might be worthwhile to find a lawyer who deals with not for profit organizations and an insurance broker who works with church or charitable organizations. It may be very difficult to find a viable solution.
- Speaker Program – Doug gave a review of the tentative 2021 programs. Mark said that we should think about a 'welcome back bash'. Something big to get all members together. Joe Pullaro spoke about possible co-events with the YMCA.
- Jim Mallen – The problem with another political email has been resolved.
- Mark asked that we all consider any questions about items in our by-laws, constitution or etc. which may need to be addressed quickly, so that we are ready to present it to the membership if any changes to our organization are necessary. Dave Voehl will work with Mark to identify any necessary changes that may need to be made and try to incorporate them into any future requirements.
- Frank Nusspickel will lead the 2020 annual audit.
- Mark mentioned a theme for 2021 as a rebirth of AU. We should all think about ways to help the organization to grow and to return to a new normal again in 2021.
- Marty Valerio thanked everyone who donated to the Food Pantry.
- Bob Dauer said that he has received a thank you from Sue Fassano for the Christmas gift.
- Joe Pullaro stressed that we need to plan to get our members physically meeting together again. He asked if John Caikowski could be invited to attend the February meeting for his input. Mark will make the invitation.
- Harry Bennett reminded us about the New Jersey vaccine registration. Doug said that members should also look into their personal medical groups. Mark mentioned City MD in Ramsey. If you sign up to their site, they will keep you informed as it pertains to vaccinations.

- Don Kirkpatrick said that each club chairman should have an individual Zoom account for their respective clubs. It is not fair to have non-club members responsible for club meetings. Mark and Marty will discuss this and try to determine what actions may need to be taken.
- Jim Mallen made the motion to adjourn the meeting. Meeting adjourned at 12:13.

Respectfully submitted;
Dave Voehl, Secretary