

Minutes of the August 22,2019 Bisbee Radio Project Board Meeting.

Members present Sandy Tilcock, Patricia Worth, Vicente Abril and Paul Tompkins

Absent members Joni Giacomo, Victoria Gray

Call to Order 6:03 PM

Call to the public: Trish Lacey offered the Board training so we can learn to work together more efficiently. She'll be gone for three weeks and will set up a time for us to meet when she returns.

Treasurer's report: Sandy reported that we have about \$14,000 in our accounts.

She also presented the board with policies and procedures

All checks to require two signers

Reset the code for the safe

The debit card shall reside in the safe and used when requested.

Reimbursements for anyone's out-of-pocket expenses will be made weekly. Reimbursement forms are to be in my cubby by 5 PM each Monday and checks will be written and available on Wednesday.

Sandy will be added to the checking account as a signer. This was presented as a motion by Sandy, seconded by Paul and approved unanimously.

Paul reported on Building repairs. He will contact Cochise lock and safe about the number pad lock. Several roof leaks have been stopped.

Paul made a motion to approve another \$100. Toward materials to repair the roof, the motion was seconded by Sandy and approved unanimously.

Paul made the motion that he replace Ryan Bruce as the contact person for Century Link, Sparklight and Toshiba. Vicente seconded it and the motion passed unanimously.

The board agreed to have Patricia contact a realtor to talk to us about the Royale.

The board set the date of the membership meeting for October 17th at 6 PM in the Royale.

The board decided to have board meetings scheduled thru December. The dates are September 19th, October 17th, November 21st and December 12th.

The board discussed hiring someone to take Board minutes or having a volunteer do it.

Trish Lecy volunteered to take the September meeting minutes and Sandy Tilcock volunteered her husband to take the minutes for the October meeting.

An underwriting stipend for underwriting team members was discussed, and a 10% stipend was discussed. It was decided to table the motion until next meeting so an agreement could be written and approved.

The items Volunteer workshop, Volunteer policies and procedures were tabled.

Paul agreed to take the Kitchen Managers course to get certified. He made the motion to get reimbursed for the course cost. Sandy seconded the motion and it was passed unanimously.

The Monday inventory was discussed, and Paul and Joni agreed to be better at getting the info to Patricia.

Patricia reported on upcoming events at the Royale

The meeting adjourned at 7:22 PM.