

Grassy Creek Watershed Foundation Minutes

Meeting Date: May 9, 2016

Meeting was called to order by Director Lew Huston at 7:00 PM

Lew noted that by majority vote recorded on March 2, 2016 of the retiring directors, the new directors starting their tenure in 2016 are:

Kathy Brinkman	Mike DeWald	Kathy Gibbs	Lew Huston
Debra Lee	Paula Stinson	Tim Wurtzel	

All the new directors were in attendance at this meeting. Lew also shared that Paula Stinson had previously been elected by these current board members to the position of Treasurer. Then he opened voting for the President, Vice President and Secretary. Being moved and seconded and by majority vote, the final slate of elected officers for GCWF are:

President, Lew Huston	Vice President , Kathy Gibbs
Treasurer, Paula Stinson	Secretary, Kathy Brinkman

Lew had invited Sue Hiatt, who assists the BLPOA treasurer in receiving and recording contributions to both BLPOA and GCWF to share with the board the process being used. Sue stated that in a year there are typically 500 individuals paying dues to BLPOA or making contributions to GCWF. The BLPOA Treasurer deposits all checks for BLPOA, and Paula made arrangements to make all GCWF check deposits.

We discussed the terms of the GCWF directors as described in the bylaws, noting that some officers and directors have either 3,2 or 1 year terms. Length of terms for each director or officer will be :

Huston, Gibbs, Brinkman and Wurtzel 3 years

Stinson, DeWald and Lee 2 years

It was noted that since the bylaws allow a maximum of 11 directors, we will continue to look for candidates, particularly to get representation from all of the Barbee chain.

We discussed whether the bylaws required amendment to note any changes in registered agent or address. Lew Huston and Kathy Brinkman will look into the matter and find any forms required, with help from Mike DeWald and Paula Stinson as needed. It was also noted that the Indiana Business Entity Report must be filed in Nov. 2016 and it needs to reflect the new officers and any changes in registered agent if needed. Paula Stinson and Lew Huston will prepare the report.

Weed Control Contracts: It was suggested to discuss with the President of BLPOA the possibility of GCWF co-signing future weed control contracts, since major funding for them will come from GCWF. Mike DeWald will discuss this with Katherine Schmidt, BLPOA Pres.

Letters to Contributors: It was noted that we are required by the IRS to send a receipt letter to contributors of over \$250, and we agreed to also send a thank you to any contributor over \$200. Kathy Brinkman will work to update the GCWF letterhead with the newest logo. Mike DeWald agreed to send Paula the required "\$250 letter" wording, and Paula will send the letters using the revised letterhead. Paula will share with the directors a sample thank you letter she would use. Directors may be asked to write the remaining thank you letters for contributors over \$200.

The meeting was adjourned by Lew at 8:30 PM

Kathy Brinkman