

Boston Mill Society Board Meeting Minutes  
January 19, 2016  
Shedd Fire Station

The meeting was called to order at 6:00 PM.

Members present were Spencer Lewis, President; Tom Adams, Vice-President/interim Treasurer; Anita Lewis, Secretary; Don Ware, Ron VanOrden, Carl Browning, and Larry Thomson, BMS Board members at large. Absent was Jim Ballard. Also present were Bob McCormick and Carolee St. Claire, BMS members.

Ron VanOrden reported he has seen emails reports from the old gift shop Square system – we will attempt to shut that off. He also reminded the board that he has posted the board meeting minutes on the BMS website, as some of the Board had not seen the minutes on their email.

The draft of the November 17, 2015, BMS Board meeting minutes were read by the President. Minutes were moved and seconded, and voted upon to be approved as published.

The Treasurer made his report accompanied by handouts of a financial summary sheet covering the Jan - Dec 31, 2015 fiscal year and of the report from BMS Financial Audit Committee. He also did a verbal review of both documents.

The committee reported that despite incomplete information, the reconstructed records from May 2014 until Dec 31, 2015 compared with bank statements came short by only \$110.00 of a full accounting of all funds. The committee recommended the report be accepted as prepared by the BMS Bookkeeper, as accurate. However, there was a \$870.00 difference between the gift shop inventory last done in early 2014 and the gift shop inventory done shortly after the 2015 Annual Meeting. During this period the inventory had been removed from Thompson's Mills and there were no transaction records found to indicate what may have happened to that missing product. Bob McCormick said he believes there was some inventory damaged in the unfavorable environment of the Mill and discarded. Again there is no written record of what may have occurred.

It was also recommended that since the current BMS Bookkeeper has left the area, a local search be done for a bookkeeper to assist the Treasurer in his duties. The Treasurer said he would make the needed inquires. The need for a consistent accounting protocol going from year to year was discussed.

It was moved, seconded, and voted to approve the Treasurer's year-end report.

It was moved, seconded, and voted to approve the audit committee report.

The President thanked the members of the audit committee for their efforts. The Treasurer requested that a letter of appreciation be presented to Al & Elaine Lutzeier for their many long hours of painstaking reconstruction of transactions over that period. He stated he would never have had the patience to wade through the mess that they handled. The President agreed to see that it was done.

A question was asked about the location of the QuickBooks program that the Board had agreed to purchase at the last meeting. Ron VanOrden said it was in the cloud. The President asked if Ron had purchased it through TechSoup out of his own pocket. He had. The President asked if he would like reimbursement. Ron said he would not. The President thanked him for his donation. The program is waiting to be downloaded. Ron suggested that it be kept portable so that it could be transferred as the Treasurer's office changed hands.

The timing and venue of the Annual Meeting was discussed. The President suggested selecting another venue due to not being able get a quote from Teen Challenge after multiple attempts to do so. The board approved the President continuing to seek another venue. The Board for various reasons decided to postpone the date of the annual meeting. (Date To Be Announced)

The sale of Boston Mill Society merchandise was suggested for the annual meeting. There followed a discussion of the circumstances of the return of the gift shop merchandise and what options there are for using the merchandise for the future benefit of the Mill. It was moved, seconded, and approved to offer select merchandise for sale at the annual meeting. Carolee St.Clair agreed to select and catalog the items withdrawn from the inventory and to prepare them for pick up by the President.

Two budget proposals from the membership, a self-guided mill tour handout , and an allocation of \$750 for sharing costs of busing Benton County students to the Mill, were read to the board and discussed, as well as items on OPRD's wish list – the garden area fencing and the apple cider event. Purchase of a small tractor/roto-tiller for donation was offered up for consideration as a budget item. The board voted – with two abstentions - to approve adding it to the budget proposal contingent upon agreement from the Park Ranger that he wants that donation.

Don Ware stated that he is in contact with a school relating to Mill tours and their history curriculum. The party his is in contact with is extremely interested.

A vigorous discussion was started on proposed changes to the Boston Mill Society By-Laws with the goal of determining what, if any, of the proposed changes will be presented at the annual meeting for vote. Dues structure was also discussed.

Due to time considerations, further discussion was terminated. The next board meeting is scheduled for February 16, 2016 at 6:00 PM – Shedd Fire Station. The meeting was adjourned at 8:12 PM.

Submitted by  
Anita Lewis, BMS Secretary