

South Lane Wheels

Meeting called to order on 28th of June at:12:10 pm

In Attendance: Ruth Linoz, Russ Owens, Joe Raade, Sue Ordonez, Sharon VanGorder, Suzanne Huebner, James Burke

Liaison from the City of Cottage Grove; Howard Schesser

Acting president Sharon VanGorder passed out ballots for board officer elections, she reminded all that this was her last meeting and another board president must be elected soon.

Finance committee report; Sue reported on the state of the finances with not much changed.

Fund raising report; Russ reported on progress on the upcoming car show.

A discussion about the location for the car show was had and a suggestion was made to change the location next year.

James reported on he and Ruth's meeting with Tyson Woodard. He mentioned that Tyson did not have a clear idea of SLW's mission and felt that Ruth gave a good presentation to him.

A materials list for the roof repair was presented to Tyson and the feeling was that it got a positive response.

Governance; James reported on changing the employee manual to address the issue of accrued vacation time. 160 days of vacation can be accrued and used as it is written now and this represents a substantial risk to SLW's budget especially in the event an employee is terminated or quits and must be cashed out. He suggested that the rules be changed to require employees to use accrued vacation time in a specified time period. It was also suggested that two holidays, MLK day and Presidents day, should be removed from South Lane Wheels days off as they represent times when the riding public needs our services.

Ruth submitted a revised vacation plan to address these issues and reported that she had presented it to the staff and had gotten a positive response to it.

A discussion was had regarding this issue and also how it applies to part time workers. Joe moved to table the discussion until next month about providing vacation benefits for part time workers, Sue seconded and all approved.

James moved to accept the proposed changes to the employee handbook regarding vacation time, Joe seconded and all approved.

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Other business; A motion to approve the Executive Director to sign a contract for 5311 money with the city of Cottage Grove was put forth, Russ Seconded and all approved.

Ruth also asked for authority to sign a contract with the state for 5400 funds. Joe so moved, Sue seconded and all approved.

Ruth asked for signers on the conversion of the Line of Credit to loan documents. Russ agreed to sign as well as Sharon.

Budget; Ruth presented her proposed budget for 2011- 2012. A discussion about the proposed budget was had and some minor corrections were made. Joe moved to accept the 2011-2012 budget with some corrections and amendments as discussed.

Joe agreed to serve as Vice President for the board and all approved.

Next meeting; July 26th 2011.

Meeting adjourned at ; 1:41 PM.