

South Lane Wheels

Meeting called to order on 23rd August 2011 at: 12:00 pm

In Attendance: Sue Ordonez, James Burke, Joe Raade, Russ Owens, Mary Ann McMurren

Executive Director : Ruth Linoz

Liaison for the City of Cottage Grove: Howard Schesser

Approval of Minutes:

Mary Anne motioned to approve minutes of last meeting with no revisions, James seconded and all approved.

Finance Committee report:

Ruth reported on the details of South Lane Wheels budget. She reported that we paid a minor accident claim to avoid raising our insurance rate. No police report was required or obtained for this incident but Joe suggested a change be made to our policies and procedures to require a police report on any vehicle accident.

Sue said she is waiting for a balance report from the bookkeeper.

Fund raising report:

Russ reported that the return from the car show was about \$800. Given all the preparation required to put on the car show he thought it was not worth the effort to do it again next year.

A discussion about other fund raising ideas was had and some suggestions put forth were; Safeway store has a program where customers round up their purchase to the nearest dollar for charitable causes, Russ will inquire about being included in that.

Mary Anne suggested obtaining sponsors for individual buses, also she suggested having a "Senior day" where every Tuesday seniors ride the buses for free.

Donor appreciation night; Need to set a date and prepare for that.

Executive Director report:

Ruth reported that she has a growing concern that the volunteer driver's meetings were not well attended. Volunteer drivers must document their training and Ruth is concerned that some drivers will leave if the policy is strictly enforced.

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Some ideas put forth to address this were to set a minimum requirement attendance at 50% of the meetings and require them to review the minutes of missed meetings.

Another idea would be to offer meetings more than once a month to make it easier for drivers to fit it into their schedule.

Ruth reported on a potential budget shortfall moving into the next quarter and will get back to the board at the next meeting.

Board orientation :

Ruth reminded the board that she as Executive Director cannot train members but can only explain their duties and responsibilities.

A special meeting was scheduled for October 13th to discuss Ruth's job description and responsibilities.

Next board meeting September 27th .

Adjourned at: 1:17 pm