SMILE Board Meeting Minutes

January 17, 2024 A virtual ZOOM meeting, due to icy weather

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OFFICERS PRESENT: David Dugan, President; Elizabeth Milner, Vice President; Pat Hainley, Treasurer; Eric Norberg, Secretary BOARD MEMBERS PRESENT: Grant Huling, Elaine O'Keefe, Bob Burkholder; Jim Friscia, Tracy Fisher, Suzanne Kruse GUEST: (none)

SMILE President David Dugan called the meeting to order via ZOOM at 7:33 p.m., and began by asking for a review of the December 20th Board Meeting minutes. Dugan asked for two clarifications, and one typo was corrected – after which Pat Hainley made a motion that the minutes be approved as revised. Grant Huling seconded the motion, which then carried unanimously.

First on the agenda was a Board discussion of the need to move more volunteers we can count on to assist in organizing and running SMILE events. President Dugan said he would like a Board Member to step forward to build such a base of volunteers. Elaine O'Keefe endorsed the idea, but cautioned that such a coordinator needs to communicate regularly with all volunteers, and make them feel part of the organization, if they are to be retained – "and that's a hard job for an unpaid Board Member". (She added that she would also like SMILE to have a more ongoing and forthright process of recruiting future Board Members.) Pat Hainley remarked that any such a "coordinator of volunteers" would need to be involved with our Communications Committee, because "communication" is the essence of what such a coordinator requires for success. Suzanne Kruse wondered about having a separate volunteer coordinator being assigned to each type of event, instead. Considerable discussion followed; no conclusions or volunteers arose from the discussion at this point.

The next agenda item was the planning of SMILE events for 2024. The first event this year is soon – in February – said Jim Friscia; it's a combined classical and jazz concert in the main chapel at Moreland Presbyterian Church, where the acoustics are particularly good for music concerts, he said. The space will seat nearly 300, and the chosen date is Sunday, February 18, 2 to 4 p.m.; it is planned as a fundraiser for Transition Projects – particularly the Willamette Shelter on Milwaukie Avenue in Westmoreland owned by Multnomah County, and run by Transition Projects. A small admission donation will be requested.

The second event of the year is the SMILE Easter Egg Hunt on the Saturday morning before Easter (this year, that would be March 30th); Sellwood Community House has managed it for the last couple of years, and held it at Oaks Park, where it has been a large draw for the whole city. SCH no longer wants to run it, and SMILE would like to return it to being primarily a neighborhood event, and we would hope to hold it at a location where a large permit fee is not required. Board Members are checking out three possible locations. The Oaks Bottom Lions Club is evidently willing once again to provide volunteers at the egg hunt, but they don't want to coordinate it. There followed a brief discussion of other hoped-for and planned SMILE events this year.

Next on the agenda was a discussion of the annual SMILE budget, as it stands to date; it is for the period between October of 2023 and September of 2024, our Fiscal Year, and we have been operating off the tentative budget which attempting to finalize it (as is usual). Treasurer Pat Hainley e-mailed the financials, as of December 31, to the Board earlier today (incorporated into these minutes by reference), and pointed out that our expenditures and income have not varied substantially from the tentative budget. David Dugan said the remodel of the upstairs meeting room at SMILE Station is well underway; it was determined that there was no insulation above the ceiling (which is being raised), so new insulation had to be bought and installed (\$2,800). The bathrooms there have been painted, and there is other painting to be completed. We have by now used our entire city grant in completing the renovations at SMILE Station. Eric Norberg then made a motion that the tentative operating budget be adopted officially as our actual budget for this fiscal year, subject to adjustments. Jim Friscia seconded the motion, which then passed unanimously.

---- EXECUTIVE SESSION FOR CONTRACT NEGOTIAION RPT. AT 8:50 p.m. ---- (No minutes taken)

---- EXECUTIVE SESSION ENDED AT 9:03 p.m. ----

President Dugan introduced the final agenda item: "Any other Board business". He asked if there was any. None was offered.

Pat Hainley then moved that the meeting be adjourned; Bob Burkholder seconded the motion; and the motion carried with evident unanimity at 9:04 p.m.