

Fellow Feathers  
Annual Board of Directors Meeting Minutes  
December 8, 2021

Meeting called to order at 7:38pm

**In Attendance:**

- Rob Johnson, Chris Valley, Jessica Koerner, John Taylor, Rob Barry, Chester Chen, Steve Rodriques, Takeo Eda, Masayo Miyauchi, John Simpson, Richard Sibley, Clark Frenzen, Andy Balk, George Artz, Isaiah Clapp, Soham Mehta, Todd Bricker, David Kiesling, Brad Martin, Jeff Morgan, Charlie Nelson, Danny Freeman

**Guests and New Members:**

- No guests or new members.

**Notable Flights:**

- No notable flights other than at Diablo, Mission, and Ed Levin, and Big Sur.

**To-do's for December:**

President:

- Open annual BOD meeting.
- Collect additional nominations/changes for 2022 election

Vice President:

- Get stickers ready for next flying season.

Secretary:

- Record minutes of December meeting and post on website noting that it was our annual corporate Board of Directors business meeting. Be sure to include the election results, clearly naming all officers.

Treasurer:

- Provide a comprehensive financial report that the Secretary will include in the annual corporate Board of Directors meeting minutes.

Clubhouse Manager:

- (\*\*No renewal application mailing needed if we launch the new website before EOY\*\*)
  - *Mail Clubhouse renewal applications to Clubhouse members. Unless the Clubhouse Manager will have pre-addressed stamped envelopes to mail the keys, the cover sheet should request or require that members include a SASE with their application. You can do envelope stuffing at club meeting so everyone pitches in! See the "How to Mail Merge" section at end of this document for tips on printing address labels from an FF data base .csv file.*
- Good time to re-key the spare Clubhouse deadbolt and make 100 keys for the February lock change.

Outgoing Officers:

- Review Routine Club Management Tasks with new Officers to get them up to speed. Highlight important tasks and share helpful hints in doing their job.

Tandem Administrator:

- Provide a Tandem Operations Report to the GGNRA Liaison (will be forwarded to the GGNRA). The report should include the names of all approved tandem pilots, the number of tandem flights each one flew that year, and if there were any incidents.

GGNRA Liaison:

- Get Tandem Operations Report from the Tandem Administrator and forward it to the GGNRA.

**President's Report (Jessica):**

2022 Nominations (New/changes)

- President
  - Jessica Koerner
  - Andy Balk
  - Ron Barry
- VP
  - Chris Valley
- Treasurer
  - Steve Rodrigues
- Secretary
  - Jeff Morgan
- Clubhouse Manager
  - Rob Johnson
- Safety
  - Richard Sibley
  - Brad Martin
- Tech Officer
  - George Artz

Submit emails to GoogleDoc for Election Buddy voting in meeting

- Debuted new website - membership renewal process

**VP's / Secretary Report (Chris):**

- Stickers are ready for 2022 and 2023. Will get the set-up area box ready before the beginning of the new year.

**Treasurer's Report (Steve):**

- Assets at Bank of America:
- Roofing Fund CD: \$12,003.83
- Checking Account: \$7,335.47
- Total Assets: \$19,339.30
  
- Treasures Analysis  
Compared to 2020, our 2021 overall assets show a 3.4 % reduction of \$374.08. This is within expectations.
  
- As a non-profit corporation, the general rule of thumb is to not have more than two years budget in reserve. Earlier in 2021, our assets exceeded this 2-year target, so to stay within this parameter, the Club sponsored two Red Cross First Aid & CPR courses,

training a total of 18 members at a cost of \$2,300. This brought our assets in line with the two-year target.

- Side note regarding the Red Cross trainings: Besides helping to balance our reserves, training our members in First Aid and CPR will reflect positively in our GGNRA Park Partner annual review.
- In regard to our budget for the 2021-2022 fiscal year: Our projected expenses are expected to closely balance with our estimated income. Conclusion: The club is financially sound and no adjustment to membership dues is needed at this time.

**GGNRA Liaison Report (Steve):**

- Rubber curbing approval given by GGNRA to protect set-up area. Need to set-up work party.

**Clubhouse Manager Report (Rob):**

- Cleaned up the dog house. Nothing new to report.

**Tandem Administrator Report (Urs):**

- Nothing new to report.

**Safety Officer Report (Brad):**

- Nothing new to report.

**Tech Officer Report (George):**

- Nothing new to report.

**Training Bowl (Jessica):**

- Nothing new to report.

**New Business:**

- Ron Barry - suggested an arborist review the health of the bush between the set-up area and the cliff. Steve mentioned that the Club had already hired someone to look at the health of the bush area, and that the GGNRA wants to plan native species in the landing area.

**Old Business:**

- No old business.

**Steve announced the 2022 Board after votes were tallied:**

Jessica Koerner - President

Chris Valley - Vice President

Treasurer - Steve Rodriques

Secretary - Jeff Morgan

Clubhouse Manager - Rob Johnson

Safety Officer - Richard Sibley

Tech Officer - George Artz

Meeting adjourned at 8:30PM.