

**STEERING COMMITTEE MONTHLY MEETING**  
**MINUTES**

**Saturday 2/17/18**

**11 Attendees**

Brent A. opened the meeting at 10:20am with moment of silence, Serenity Prayer, welcomed everyone and took attendance:

Chairperson	Brent A.	Present
Treasurer	Kevin E.	Absent
Secretary	Mike P.	Absent (Nancy K. covered)
Volunteers	Jeff D.	Present
H&I	Carol C.	Present
Computer	Scott A.	Present
District 6	Laura P.	Present
Night Owl	Bill H.	Present
Archives	Paul T.	Absent

Brent A. discussed the resignation letter from TJ and resignations from Mike P. and Kevin E. with no letter (Mike P. told Brent A. verbally of both resignations).

**OLD BUSINESS:**

Jeff asked about D&O Insurance. He will get two quotes.

**NEW BUSINESS:**

Laura suggested that we write a letter of thanks to Kevin for getting us back in the black – all agree – Laura will draft.

A discussion was had about the bank and needing to get proper signatures for new officers. Scott suggested that we try to make a smooth transition. Nancy has about ten checks to sign. Discussion went on as to what else needs to be done at bank and SunBiz.

We now have three positions open on the Steering Committee to make the nine needed people. Carol suggested that we bring Paul back up from the Sub-Committee, making needed people two. Peg H. and Bill R. were sitting in on the meeting and they were asked if they would step up and fill in the required vacancies for now. They both agreed, so we now have the nine needed Committee members.

In order to make things work for now, the following people will take on a few extra responsibilities:

- Scott – to meet with Kevin to make a smooth transition of the monies.
- Jeff - to look into the D&O Insurance and get a few quotes.
- Laura - to write letter to Kevin. Will be temporary Treasurer
- Brent - to be available Tuesday to make transition of the bank account.
- Carol – to take notes next month
- Nancy – to make a list of everything needed

Motion to adjourn meeting at 11:15 am made by Carol – 2<sup>nd</sup> by Laura

**The next normal Steering Committee will be on March 17, 2018 at 8:30am.**