

## Kingston Cares Board Meeting Minutes – 19 February 2021

**Attendees:** Chris Anderson, Fredrick Branchflower, Sally Christy, Mel Filben, Mary Gleysteen, Lynn Leggett, Jane Mack, Stan Mack, Phil Merritt, Stacy Mills, Joel Stewart

**Discussion:**

### Committee Reports:

- **Secretary's Report** – Fredrick made a motion to approve the report, Jane seconded it, and the report was approved.
- **Treasurer's Report** – Fredrick made a motion to approve the report, Jane seconded it, and the report was approved.
- **Grant Writing** – Lynn submitted the request for Phase 38 funds on 19 January. Subsequently she submitted the certification information. It is important to know what the costs are for our programs as many grantors give a percentage of the budget. Joel Stewart and Lynn have been researching potential grantors. Some are invitational only, but Stan suggested we write letters of introduction. Mel said she will look at fundraising ideas for 2021.
- **Community Meal** – funding the meal twice a month is becoming more difficult to achieve. The plan is to provide two meals a month for three months and take needed money to pay the caterers from the general fund. After three months we will evaluate if we can continue two meals a month or drop back to once a month. Income streams should be reviewed on a quarterly basis. Jane said she will contact Kiwanis about sponsoring a meal, and Mel will contact her dentist who is new to Kingston and looking for a way to connect with the community. Chris will talk with Mikki about us utilizing the Chamber of Commerce's database of business to see if we can find support for the Community Meals.
- **Barn Committee** – Phil shared that he was focusing on finding a firm to partner with us to develop the property. He spoke to:
  - HRB, but they focus on Bainbridge Island properties and had no expertise to help us.
  - Bridge Housing in San Francisco who has a range of expertise, however the Vice President told Phil that they were unable to help us since we are not in the UGA. Their model is to be under construction within 2-3 years of an agreement.
  - LIHI has not responded to many calls and emails.
  - Gig Harbor organization is not interested in North Kitsap projects.

The Barn Committee is meeting on Tuesday to talk about a plan going forward, as the board needs to make a decision on the way forward by 1 April 2021.

- **Food for Kids** – Stacy ordered items and has items to donate to the Food4Kids program, to include milk and juice, for spring. There are 126 children signed up for the spring program. Stan praised Jon and Penny for a great job and ramping up the program in the midst of the pandemic to meet the needs of the children. The board needs to put some focus on funding the program as the number of children are going up, as is the cost of food. Stacy said she might have funds from a partnership with a foodbank that might be able to assist this spring.

- **Food Pantries** – Chris reported that her husband is building 4 legged pantries. The Kingston Mercantile has given permission for a pantry to be put on their property. The Sheriff's office hasn't responded yet if we could place one behind their building. Kingston Lumber is donating some of the building supplies.

#### **New Business:**

- Slate of Officers for 2021-2022: President: Lynn, VP: Chris, Treasurer: Phil, and Secretary: Stacy. The vote will be at the Annual Meeting in March. The entire membership votes in the election.
- 2021 budget will be discussed and approved at the Annual Meeting. There was discussion about changing our way of accounting and putting program expenses in the program areas rather than in administrative costs. Phil will send out a draft budget that we can refine before we vote to approve it.
- Jane mentioned a family with four boys in Kingston who are facing huge financial issues amid the pandemic. There was discussion about revisiting an emergency fund to help out in such situations, but we decided to help as individuals rather than through Kingston Cares.
- Stan registered us for the Kitsap Great Give. (Lynn attended the training on 2/23.) Our advertising starts on 19 March. We will need to update our website and Facebook page, and maybe put out some flyers and send out emails to our membership and donors. Let Lynn, Stan, and Mel know if you want to help.
- Stan is interested in holding a Living Room Discussion with some others in the community. There are over 100 topics from which to choose. Stan is going to conduct a discussion to try out the platform. Rebecca Pirtle would be interested in a Community Conversation on Zoom. We discussed several ideas on how this could be accomplished at the January meeting.

The next meeting is the Annual Meeting scheduled for 19 March 2021.