

Refuel Washougal Meeting minutes

Date: 4/19/2018

Time: 3:50 pm

Location: Washougal Community Center

Attendees: Ann Stevens, Rose Jewell, Tammy Dinius, Renee Maritt, Rhonda Ackman

Thank you to the guests we had. It was so great to have you and I hope we will see you at our next meeting. Thank you for all your input.

501c3

- Bob has contacted one of our locals in town, but he has not got a follow up yet.

Liability insurance

- Has been paid for
- We will have certificates soon
- The cost is \$852.24 for a year

Meals on wheels agreement

- Bob met with Janice
- Guidelines were narrowed down for what we do at Refuel
- Bob will send out guidelines to all

Volunteer coordinator position

- Need to put job description together
- Need to go through the paperwork Pam gave Ann
- We discussed revising the Volunteer Coordinator position into 3 separate jobs: Volunteer coordinator, Resource coordinator, kitchen facilitators
- Kitchen Facilitator would be responsible to come in to to check on group, take temps, make sure all is well, and at the end of night make sure all is shut down properly
- We discussed the possibility of the board taking a night a few times a year and individual volunteers help those nights since we have so many interested in helping
- Then maybe they can take a night of their own when available

- It was discussed that we could have the resource coordinator be the lead with the hygiene bags and make it possibly another night, and that is another way for people to volunteer
- We need to redefine the positions responsibilities

Vacant Board Position

- If you know of anyone that might be a good fit, please email the Chair (Bob)

Juvenile court

- Rose will meet with Jeff on Friday (she will discuss the following)
- Need to have parameters and guidelines
- How many youth will be there at the meals?
- Point of contact
- Have them on the nights the board will do meals?
- After Rose meets with Jeff she will then bring the guidelines to the board

Shed

- Got it!
- **We asked if** we want to paint it? No decision was made
- We have a couple shelves we need to outfit it with more.

Financial report

- End of march checking account total \$17,303.77
- For the future meetings, Tammy wants the bills on the table for the board to review
- We received a donation of \$250.00-Thank You!!
- We also received a \$10.00 donation from someone at the Eggstravaganza
- It was agreed that we will assign Tammy Dinius (Treasurer) and Ann Stevens (Secretary) to both have P.O. Box keys - Board approves

Website

- Tammy's daughter is working on it
- She has lots of questions
- Color, logo, What meals are served?
- Add buttons on the page for donating and contacting
- Connect her daughter with Michelle from the city for the logo and branding
- Tammy will send an email to the board with questions

- Donate button is through paypal
- List of things we are looking for in volunteers, so they can chose their interests
- Rose will get Tammy the bylaws
- It will go through the board before it is on the site

Adjournment: 5:30