

Board of Directors Meeting Minutes

June 23, 2020

Attendees:

Natalie Oven (President)
Steve Diez (Vic-President)
Laura Fadok (Secretary)
Heather Nagy
Sherry Bechtel
Jim McLean
Dennis Reiland
Eric Williams (City of Inverness Administrator)
Christopher Raby
Diane Drye

Absent:

None

Guests:

None

Agenda

The meeting was called to order at 5:30 p.m. by Natalie.

1. The agenda was confirmed.
2. The minutes from the May 20, 2020 meeting were unanimously approved.
3. Banking – It was discussed that Natalie Oven (President), Steve Diaz (Vice President), and Sherry Betchel (Board Member) would be signatories on the bank account and that Lynn Floyd and Al Cairns (previous Board Members) will be removed. Natalie Oven et al. will go to the bank and complete the necessary paperwork.
4. Discussion on existing credit cards and who has them. It was determined that no one knows who has them or what the limits are. The bank was not able to provide this information. It was discussed that a Lowes account with purchase authorization given to those who need it will be opened. Laura Fadok made a motion to cancel all credit cards with BOA and open an account with Lowes. The motion was seconded by Steve Diaz and passed unanimously. Natalie said she would open the Lowes account before cancelling the credit cards. Those authorized to spend on the account will be President, Directors, and Volunteers. *Amended – Credit cards will remain with those who have them. Natalie will provide a list for our records and a Lowes account will not be opened.
5. Limits on how much can be spent without board approval. This needs further investigation into previous CSO spending policy
6. Two signatures required on checks written over a certain amount. This was not addressed.
7. Merchant Services - This was not addressed.
8. PO Box and Mail – A Motion was made by Heather and seconded by Dennis to have Sherry Betchel pick up the mail. It was unanimously approved.

Rails to Trails of the Withlacoochee, Inc

9. Website – the website is paid annually
10. Thank you notes – Laura will send out thank you notes to donors
11. Treasurer -Natalie has spoken with Humphrey and Saltmarsh. Their fee to handle our bookkeeping is \$75 per month. Motion to hire them was passed unanimously
12. Board member – still need one
13. Subcommittees – not addressed
14. Name Change -Heather made a motion to change the name from “Rails to Trails of the Withlacoochee, Inc.” to “Friends of the Withlacoochee State Trail, Inc.” The motion was seconded by Sherry and passed unanimously. Heather will compile a checklist of items that will need to be addressed to make the change and report back at the next meeting.
15. The next meeting is scheduled for July 14th at the Inverness Government Center (City Hall) 212 W. Main Street at 5:30pm

The meeting was adjourned at 6:54pm

Respectfully Submitted

Laura Fadok, Secretary