**Draft Circle Board Minutes March 1, 2017**

**Present:** Dennis Wolterding, President; Laura Crabtree, Secretary; Jeff Stearns, Treasurer; Judy Mangold, Service Director; Steve Koren, Fundraising Director; Don McBride, COFE Director; Adrienne Kritz-Geller, Director at Large 2; Christina Riley, Director at Large 1 (via Skype).

The meeting opened with words of Meher Baba and a moment of silence, followed by the reading of the Norms.

**Motions Passed**

1. A motion by Director at Large 1 Christina Riley to approve the February 2017 Board Meeting Minutes was seconded by Treasurer Jeff Stearns and passed unanimously without discussion.
2. A motion by President Dennis Wolterding that Circle Board members must inform those who wish to reserve The Circle Center for high use, ongoing events that these may be refused in the interim, because we are working on a Use Policy and the guidelines are not yet in place.

**Treasurer’s Report (Jeff Stearns)**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TrDate** | **TrNumber** | **Item** | **OP Trans** | **CF Trans** |
| **2/1/16** |  |  **Ending Balance February 1st**  | **1587.88** | **8551.04** |
| 2/1/17 |  | donations |  | 585 |
| 2/8/17 | Counter Deposit | anonymous donations can |  | 145 |
| 2/9/17 | ck#870015 | Dmcbride |  | -48.59 |
| 2/9/17 | ck#870016 |  Dmcbride  |  | -154.99 |
| 2/9/17 | ck#1420 |  Phoenix Rennaisance  | -200 |  |
| 2/10/17 | ck#1421 |  Jerry Jones Piano tuning  | -80 |  |
| 2/13/17 | Online Pmt |  Flip Cause  | -270 |  |
| 2/13/17 | Counter Deposit | anonymous donations can |  | 178 |
| 2/21/17 | bank chg |  | -10 |  |
| 2/21/17 | Counter Deposit |  | 92 |
| 2/21/17 | ck#1053 |  Beacon Ins group  |  | -337.88 |
| 2/23/17 | Online Pmt |  Santee Cooper  |  | -168.12 |
| 2/23/17 | ck#870017 | Dmcbride |  | -32.59 |
| 2/24/17 | Online Pmt | TWC wifi  |  | -124.94 |
| **2/28/17** |  | **Ending Balance February 28** | **1027.88** | **8683.93** |
|  |  |  |  |  |
| 2/28/17 | PayPal | donations |  |  |
|  |  | shop 34.69, shop 8.10 |  | 445.98 |
|  |  |  |  |  |
| 2/28/17 | Flipcause |  |  | 710.19 |
|  |  |  |  |  |
|  |  |  | **1027.88** | **9840.10** |

**Other Items Discussed:**

1. We will hold a yard sale in November and a Circle Center Anniversary Fundraising Event on May 21 with musicians and food from Masala Myrtle Beach. Possible formats for this were discussed.
2. We will continue to clean monthly. Don will encourage weekly light vacuuming and clean-up. He and Judy will put together an email for volunteers.
3. Providing space for artists was discussed.
4. Don and Jeff should put together a diagram for the circuit board with clear labels.
5. Dennis will order a marquee stand for our exterior.
6. Leah Leasure is the new Leasing Manager. The request form for the outdoor marquee should go to her. Laura will scan and distribute.
7. We will get a new phone through TWC.
8. Our Facebook Policy is in place.
9. Christina will have the copyright guidelines ready in three weeks.
10. The fundraising letter and campaign was discussed.
11. Use Policy for The Circle Center was discussed.

Full details of this meeting are available on audiofile COFBdMtg1Mar17.p3

Respectfully Submitted,

Laura Crabtree