

HOLLIS COMMUNITY COUNCIL, Inc. MEETING

Agenda

Proper notice of the meeting date/time was given per the Hollis Community Council, Inc. By-laws

TUESDAY, October 10, 2017

7-9PM

FIRE HALL, HOLLIS, ALASKA

Board Members Present: (see attached roster)

Absent Board Members: None

Council Members/visitors Present: see attached roster

MEETING CALLED TO ORDER BY THE Secretary, Sandra Nessett at 19:10

APPROVAL OF MINUTES

Minutes for September 12, 2016 meeting presented for approval.

Motion to approve: John Ryan - Second: Steve Gass

Discussion: None

Vote: Yes 8 - No 0 - Abstained 1

Minutes for October 3, 2016 meeting presented for approval.

Motion to approve: John Ryan - Second: Steve Gass

Discussion: None

Vote: Yes 8 - No 0 - Abstained 1

Reading of Correspondence-Secretary: None

Announcement as to procedure regarding voting on motions: Secretary, Deena Taylor

Section 4: Membership Vote.

Any motion may be made by the Membership or Board and is open to vote by a simple majority of the Membership present at the stated meeting. The vote will be conducted by a show of hands by members unless the Board of Directors states an alternative method of voting is to be used.

In order to conduct business of the Council s per our by-laws, the secretary presents the election results at the first meeting following the Annual Meeting and following that the Board selects among themselves, the following officers; President, Vice-president, Secretary, Treasurer. Hence the following order of business to be conducted by the Board.

A. Order of Business to be conducted by the Board per the By-laws:

1. Presentation to the Board, the list of candidates receiving the majority vote at the Annual Meeting for Certification:
Sandra Nessett,, Secretary

Steve Gass

Dan Sharp

Motion to certify the election results; John Ryan - Second; Roger Cates

The newly certified elected Directors will assume their position on the Board.

1. *Board selection of officers:*
President: Sandra Nessett
Vice-President: Tom Harden
Secretary: Ron Curtis
Treasurer: John Ryan

Motion to accept the above slate of officers made by; Steve Gass - Second; Roger Cates

Board discussion:

Vote by the Board: yes 6 - no 0 - abstain 0

The meeting will be turned over to the new Board President to conduct the remainder of the agenda.

B. Committees/Department Reports: (Please have reports either typed or hand written and presented to the secretary after the report is given so they may be included in the record). Per the implementation of the new By-Laws, reports will be given by the Standing Committees in addition to the following:

Committees: If an individual is interested in serving on a standing committee, please submit your name to any board member or the committee chair.

1. **Finance Committee:** John Ryan, chair.

Checking account balance; \$129,605.43

Audit: IRS – 501c3 – Need reason why renewal was late. List of Vendors who donated, List of all donations, Case # and Person.

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2. **Annual Fire Department Fundraiser:** Chair - Lisa Cates
Membership is open to any interested individual on the Council
Members:

Completed financial report still needs to be presented.

Total receipts Approx. \$8000 Total costs: Not Available Net: Not Available
Checks to Winner.

3. **Fourth of July Celebration:** Chair - Ron Curtis, Committee Members – Steve Gass, Ezra Clark, Colleen Watson

No Report Due.

4. Cemetery Committee: Chair- Deena Taylor, Committee Members- Sandra Nessett, Brian Hallstgrom, Steve Gass

Update: The committee will be meeting between now and the November meeting with an update presented at that meeting for Board/Council input.

*Deed for Cemetery – Permit for Cemetery is on file. Original is in the mail.

- a. Status of Trust set-up for Perpetual Care.
This is pending as Tom Harden and Deena Taylor are still gathering information on various ways to set up funding for perpetual care. No funds have been spent on this to date. Report on a budget/anticipated costs will be compiled and presented at the November meeting.
- b. Status of needed guidelines for burial as stated in State Dept. of Health Rules or other regulatory agencies. Information is being gathered. The committee needs to meet to set proposed guidelines and present to the Council at the November meeting.
- c. Status of guidelines for cemetery plot purchase. Pending, update at the November meeting
- d. Price confirmation of plots. Currently recommended is \$200 per plot, but recommendation to evaluate the cost being stated will be enough to provide for the revenue a trust will generate for perpetual care of the property. Pending, update at the November meeting.
- e. Status of guidelines for record keeping. Who is responsible. Pending. Update at the November meeting.

Appointed Committee(s):

5. Second Class City Forum:

Chair- Steve Gass, Committee Members- Actively Seeking

6. By-law/Articles of Incorporation Committee:

Chair- John Ryan, Committee Members- Tom Harden, Ron Curtis, Dan Sharp

7. Strategic Planning Committee:

Chair- Ron Curtis, Committee Members- Roger Cates, Lisa Cates

Ron stated that he will begin working on sprucing up the existing plan over the winter.

Work Group:

1. Emergency service:

Committee Members- Lisa Cates, John Ryan, Bill Sharpes

Committee reported that we now have 7 trained ETT's in the community.

Department Reports:

8. FIRE/EMS: Bill Sharpes – Absent, No Report

- a. Vehicles: .

- b. Emergency Calls since last meeting.
- c. Training: Keith Michaels, Training Officer, Assistant Fire Chief

OLD BUSINESS:

1. DONATION/GROCERY RECEIPTS
Donation Receipts to be given to the library to supplement their annual budget. Motion by: Ron Curtis Second: Roger Cates. Motion Carried.
2. Locks on building: John Ryan
3. CAPSIS: Ron Curtis reported that a letter has been posted on the CAPSIS site stating that due the status of the budget, only the most essential projects will be funded. Ron will continue to monitor the status monthly.
4. Recommendation for Document person/committee: Ron Curtis reported that he is putting together a process and system on the where, how, and what to do when it comes to record retention of critical Hillis documents. Digital and physical repositories.
5. Fish and Game Proposals, status: John Ryan

John reported that the deadline for comments is 12-28. Tom talked about the possibility of having Hollis represented in Sitka in January by Brenda Leask.

A. NEW BUSINESS:

1. Ron Curtis reported that we had a balance due on our Insurance premiums. John Ryan will take care of this before the next meeting.
2. Lisa Cates reported that the school would be hosting another Ho Down and Potluck.
3. Sandy Curtis has asked for a spot on the agenda every month for a status report on the Library.
4. Sandy Curtis ask the council if it was possible to receive a donation from the community toward the operations of the library. Discussion took place followed by;

Motion – John Ryan - \$1000 donation from the community to the library. 2nd – Ron Curtis - Motion Carried

Motion to adjourn : 20:41
Meeting adjourned at 20:41

The next council meeting will be on Tuesday, November 14, 2016, Community Room, Fire Hall, 7-9PM.