

Association of Retired Seattle City Employees  
Executive Board Meeting Minutes

The meeting was held on January 8, 2020, at 10:00 AM in the meeting room of the Northgate Library. The meeting was called to order by President John Masterjohn at 10:13 AM.

Roll was called by Alan Brittenham

Present: John Masterjohn, Edie Jorgensen, Alan Brittenham, Ann Beard, Bob Chandler, George McDonald, Jim Mohundro, Mike Nagan, Helen Tsang, Jeannette Voiland, Merle Overland. Excused: Victoria Troisi, Elizabeth Paschke, Ann Miller, Lee Sattler. Absent: Florence Harrell, Ed and Mary Steyh, Larry and Sharon Mickelson.

The minutes from the November 13, 2019 Executive Board meeting were approved as distributed at the meeting. M/S/P

#### Committee Reports

Communications: Mike Nagan reported on the effort to clean up the Facebook page, which has been completed. There was general discussion of changes to the website and issues continued under New Business

Programs: Ann Beard expressed a sentiment that the Christmas Luncheon was very well done and offered thanks to all the people who helped. The Board agreed that the Spring Luncheon on March 11<sup>th</sup> will be scheduled at West Seattle Golf.

Legislative: Edie Jorgensen reported on current legislative issues, of which there do not seem to be any on the hot seat right now. She also discussed issues with the bylaws and asked for a committee to be formed to work on the review and proposed revisions. Alan Brittenham, Helen Tsang and Barb Graham (member) volunteered to help with that issue. Any members may participate, especially those on the Legislative Committee.

Elections: Edie Jorgensen reported that the ballot positions were chosen by random selection as per normal practice and will be published in the next Newsletter. Tabulation will be handled by volunteers and Election Committee members.

Officer Reports:

Recording Secretary: Alan Brittenham discussed timing of meeting related documents. The goal is to send out minutes within a week after the meeting date, and to send prepared agendas to all Board members 7-10 days prior to the next meeting. The date and place of that meeting will be added to the Agenda ~~form, and form and~~ is also available on the website. That led to a discussion of the Roster, which is being re-done as an Excel document, which will allow tracking of attendance and easy modifications when positions change. The Board approved in discussion having personal contact information included in the roster, which will be distributed only to Board members, for the most part.

#### Old Business:

John Masterjohn has received a letter from Joanne Kinsella officially resigning her position as Recording Secretary and Board Member. Alan will update the Roster accordingly.

Mike Nagan has taken care of removing the duplicate Facebook page.

FY 2019 report was anticipated, but the Treasurer was excused, so any discussion will be had next meeting.

#### New Business:

After discussion, a motion was passed to hire Kool Kat Web Designs to perform annual maintenance on the ARSCE website, and to pay the \$396 invoice for that service for FY 2020. M/S/P

Victoria asked whether the website was worth what was spent to create and maintain it, but general discussion determined would keep a website. Discussion was had about revenue generating possibilities from the website, and other considerations. John will ask the finance committee (was it Finance Committee?) to continue those discussions.

A discussion was had about signers for ARSCE checks. It was decided that we want two of four officers to sign checks, and those eligible to do that would be the President, Treasurer, Financial Secretary and Vice-President, who are currently John Masterjohn, Elizabeth Paschke, Victoria Troisi and Edris (Edie) Jorgensen. M/S/P

Further discussion was had about moving to electronic payment methods when it made sense as a money-saving practice or as required by vendor practices. The Seattle Credit Union will pay bills and transfer money between accounts at no cost. John asked that the Finance Committee investigate alternate ways to conduct financial business and make recommendations to the Board.

Next Meeting: Second Wednesday, February 11<sup>th</sup>, 2020, at the Lake City Library, 12508 28<sup>th</sup> Ave NE 98125, 10:00 AM. If you are unable to attend, please contact John Masterjohn at 206-362-2245 or e-mail him at [president@arsce.org](mailto:president@arsce.org)

Meeting was adjourned at 11:15 AM

Respectfully submitted, Alan Brittenham, Recording Secretary