

## CPCPA BOARD MEETING MINUTES

Time: 11:00 am, **May 19, 2018**

Location: Naches, Washington

Attending : Ralph Berthon, Vicki Wenham, Bill Hopkins, Gary Jackson, Tamera Johnson, Carl Bucholz, Jim Lundeen, Scott Miller, (Winnona not attending).

11:45 : Meeting called to order by Board President Ralph Berthon

- Moved to approve old minutes. Minutes approved by unanimous voice vote.
- Jim Lundeen gave Treasurers Report. Checking balance \$12780.00 ( \$7470.00 Cabin Defense Fund/ \$5310.00 General Fund.
- Ralph to send out "Dues Letter"
- Updated 2018 Budget presented
- 501.C.7 will be online in June
- It was moved and seconded to approve 2018 revised Budget. Budget unanimously approved by voice vote.
- Ralph explained details of General fund and Cabin Defense fund.
- Ralph informed Board, that in discussions with NFHA, there is no way to stop "E-11" clause, that affects 11 western states with the BOR.
- Vicki volunteered to begin writing Cabin Defense Fund policy. It will include, but not limited to, what fund is used for, who can use it, funds return policy.
- Discussion, led by Jim Lundeen, about establishing "Association Finance Policy". Topics in policy would include items such as; reimbursements, who can spend \$ and how much, printing, mailing and volunteers to manage policy.
- Discussion of paying dues and invoices "on-line" through website vs snail mail.
- Discussion regarding CPCOA Letterhead. Do we need to make one? Do we need a logo or adopt "Berriochos" letterhead after getting permission to use ?
- Creating "classified add" section in CPCOA Newsletter was discussed.
- Discussion on having a method for central document storage. Tamera and Vicki to scan docs into thumb drives. Ralph to collate existing boxes.
- Talk about CPCOA Newsletter (out by January), Welcome Letter, Dues Invoice letter.
- Ralph suggested "Cabin Tracts" letter to be published by May (before June meeting). Request to get articles/ideas from Board members and general membership, including cabin tract information and FS information. Ideas to be forwarded in email docs to Scott.
- Website discussion. Danielle webmaster. Additions to website to go through Ralph or whoever is President. Make calendar of events. Possible switch to Google as web host. Ralph and Tamera to help integrate to Google if approved. Ralph to get estimate from webmaster on cost to make switch to Google.
- New Business; Create "Cabin Liaison" from Board. Create Tract group email, then add info to Board. Set up "Tract Account" in Gmail. Track where money goes.

- Existing Tract Coordinator needed for information distribution, such as Newsletters, FS info and current activities between Tracts.
- Discussion on ways to increase membership, including discounts for members.
- Maureen to get Tamera Cabin Directory information
- Voted to keep dues steady for 2018-2019, but may increase dues as NFHA dues increase. (\$60= \$40 NFHA/ \$18 CPCOA/ \$2 State).

1:32 pm : Meeting adjourned