



Meeting Date: 8/19/2025

Meeting Start: 5:30 PM

Meeting Finish: 7:02 PM

Subject: Scheduled Board Meeting

Location: Alano Club Room 2

Attending: Brad Rose (Chair), Hannah Chee (Vice Chair), Tami Roth, Michael Spielmacher, Bob DeYoung

Also Attending: Jena Johnson (Executive Director).

Absent: Kevin Rogers (Secretary), Michael Jasperse (Treasurer), Regina Salmi,

Minutes taken and prepared by Hannah Chee, Vice Chair.

Meeting Called to Order

Brad called the meeting to order at 5:30pm and led a moment of silence followed by the Serenity Prayer.

Updates

- Human Resources
 - Jena reported on 3 potential Employee Benefits packages, including retirement benefits.
 - The Board discussed rates and restrictions for each package, referring to impact on current access to Medicare and other plans.
 - Jena reported on Dental and Vision Packages, with possible access to Telehealth services.
 - Currently, staff do not have access to an Employer sponsored benefit package.
 - The Board asked Jena to check into:
 - 1. Deductible rates and accommodations.
 - 2. Possibility that employee may elect to add dependents.
- Policy:
 - Conflict of Interest:



- Draft policy was presented to the board for review and input. Policy will focus on reporting conflicts.
- Policy would provide guidelines on how to handle conflicts of interest, focusing on creating voting restrictions or other checks and balances that would not limit board membership and would account for any moral or legal conflicts.
- Bidding Process:
 - The board agreed the policy should not prohibit bidding from committee members.
 - The board discussed how the policy would prohibit a board member from discussion or voting on items they have a vested interest in, such as if their company bid on a project.
- Electronic Storage and Communications:
 - We would like to establish a process to send emails and have other absent members review and take electronic votes as needed.
 - A policy is needed for electronic storage and access to ensure data retention as staff or board members transition out of roles. Company vs personal vs financial. Board Meeting Minutes included.
 - Discussion included use of SharePoint and other possibilities. The sooner we can get things approved the better.
- Fundraising and Events:
 - Grant Submission for the Wege Foundation is currently being developed.
 - We would like to update our DEI statement to include the actions our organization is already taking towards these efforts, as it relates to the grant submission
 - Deadline for submission is early September. Jena will send it out electronically for review and discussion by the board.
 - September is 73 Anniversary of the Club and National Recovery Month.
 - Staff plan to host a 50/50 raffle for the entire month. The Club can do an electronic raffle. Promotion via Social media accounts and the building.



- Talks were had about doing it as one pot, vs weekly pot, plan is to have one pot. Tickets will have a number if purchased digitally.
 - Staff will contact the winner directly, to help make sure that there is some verification.
 - Winner could be disclosed on request; however, they could choose to remain anonymous.
- The club will be hosting a Euchre Tournament on October 25, tickets will be \$10 each
- Maintenance
 - ADA doors should be done by the end of the week, installed at the Non-Smoking entrance that is across from the handicap parking and the downstairs double doors.
 - Mortar repair is being done, however the process has been delayed to the volunteer's schedule.
 - Kitchen: Moving the grill and the fryer to the right, to make sure that we don't need a splash shield. Gas line will have to be added or adjusted; we will look for qualified workers.
 - HVAC: Parts are on order for rooms A, B, and C. There was an issue with the switchboard and we're able to replace the part and will need to put it inside, which is not complete yet.
 - Windows in room 1, 2, and 3, are done. Working on getting donations to cover the cost.
 - Downstairs utility closet leak is not complete yet. A visual inspection was done by a concrete specialist, waiting for a foundation specialist referral. Water is getting in through a service area and if it is not addressed, could eventually move into Room 4.
 - Security cam updates: 2 cameras have gone down. One is currently going in and out. An IT company will be coming in to look at the system. The current cameras are too old to make a direct replacement. We will need to see what our system can support. We can move the current working



cameras to the most utilized space. Historically, the Club needs access to these cameras about 4 times a year to address incidents.

- Room B, pipes have received new insulation.

Adjournment

The meeting was adjourned at 7:21pm.

Next Meeting

The next Board Meeting is scheduled for 10/21/2025, at 5:30pm in Room 2.

The agenda of the next Board Meeting will be prepared by Brad Rose and given to all Directors the Friday before the Meeting.