Meeting Minutes
June 17, 2026

Attendance

- **Board Members Present:** President Carla J., Vice President Brandi A. (zoom), Treasurer Brenda K., Secretary Claire R., Leona O., Stacey S., Tom D., Laurie B., Matt S.
- **Absent:** none
- **Staff Present:** General Manager John R., Board Admin Laura G.
- **Other:** prospective board member, Hillary Figura

1. Call to Order: The meeting was called to order by President Carla at 6:38 PM. Carla confirmed a quorum was present.

2. Agenda Review: There were no changes to the agenda. During the owner forum, Hillary shared positive experiences with JFC.

3. Consent Agenda: Carla presented the Consent Agenda, which included the minutes of the May 2026 board meeting, new member applications, owner reconciliation, and board compensation certifications. Stacey moved to approve the consent agenda. Second by Claire. There were no objections and the motion passed.

4. Monitoring Reports: John had pre-prepared the B2 report (Planning and Financial Budgeting), which board members reviewed prior to the meeting. Tom moved to approve the report. Second by Laurie. There were no objections and the motion passed.

5. Board Business

- **Actions without Meetings:** Carla reported on matters concerning procedures for board member communication with the public.
- **Operations Report:** John had pre-prepared the Operations Report, which board members reviewed prior to the meeting. John provided additional information and answered questions.
- **Finalize date/time/format for the Annual Meeting:** Brandi (representing the BeGe Committee) proposed holding the annual meeting on zoom, Tuesday, October 6, 2026. There was a brief discussion confirming there is no quorum required for the annual meeting. Brandi moved to approve the annual meeting date and format. Second by Claire. There were no objections and the motion passed.

6. Committees

- **Finance:** Brenda, representing the Finance Committee, proposed that the board review the benchmark financial report quarterly instead of monthly. Brandi moved to accept the proposal. Second by Brenda. There were no objections and the motion passed.
- **Staff Appreciation:** Brenda shared a Finance Committee recommendation to host a summer party instead of providing cash gifts to avoid tax complications. While future events should target June 21, this year's celebration is slated for late August, utilizing

the Fiscal Year 2026 board budget. Leona moved to approve the plan. Second by Laurie. The motion passed unanimously.

- **BeGe:** Brandi presented two ideas for board recruitment: “Cookies with the Board” and micro-interview videos for social media. There was additional discussion regarding these recruitment ideas. Tasks were assigned to individuals.
- **Education:** Claire presented the Education Committee’s recommendation that board members participate in two specific online trainings through CBLD Academy. There was additional discussion and tasks were assigned to individuals.

7. Review calendar and tasks: Laura reviewed tasks and upcoming calendar items. There was additional discussion about clarifying intra-board communication procedures.

8. Adjournment: Carla adjourned the meeting at 7:48 PM.

The next meeting is scheduled for
July 15, 2026, at 6:30 PM
at 500 Water Street