

612 Sauna Society Board Meeting

November 16, 2017

Attendees: John Pederson, Rod Bursmith, Kat Campbell, Max Musicant, TaMica' Tody

Financial Data Review

- John presents (3) spreadsheets
 - Ledger (Checking account and credit card statement info)
 - Inputs and Assumptions
 - Landscape love will be the pilot
 - JP will add the actuals to the spreadsheet and Max will review.

When a projection is changed it needs to be reported to the board.

- Profits and Loss Statement
 - All cost for the year should captured in the annual budget projection
 - We need to add income line to the spreadsheet?
 - Spreadsheet isn't accounting for 2800.00 income?

Maybe P&L Spreadsheet doesn't need to have the residency added?

Projections:

Inputs/Assumptions

- Number of seats on the bench
- Fees 20%
 - *Switching the Eventbrite service to limit fees*
- Supplies – Cleaning
- Firewood
- Meister rate
 - *if there is no meister then we pay an hourly rate for hosting*
 - Ben - \$400 (20hours)monthly
 - JP - \$23.00/hr

Revenue

- Landscape Love –
 - more non-member spots
 - Lina created event page on facebook which drove numbers

Hidden Beach 60/40 members to non members

Profit/Lost Form

Go back and add expenses to the profit/loss spreadsheet.

Shouldn't pay annual reoccurring expenses with membership dues.

Fix Forge or build new Forge with those monies.

Next steps –

- JP to add actuals to Inputs/Assumptions Spreadsheet
- All cost for the year should be captured in the annual budget projection. Update P&L Spreadsheet to reflect.
- Input data into QuickBooks
 - 10 categories for 612 Sauna Society specific needs in QuickBooks.
 - Codes for residency vs one time cost can be broken out

Rod, Max, John to work on QuickBooks.

Question: Does Eventbrite integrate with QuickBooks? **Yes**

- Continue to use Google spreadsheets for tracking and QuickBooks for reporting

JP Salary

- Structuring pay: JP revenue coming out of profits only FILO.
- JP or Rod to create the structure of the payments
- Once procedures are set up then hour should decrease. JP to execute the initial set up
- \$23.00/hr (\$6670)
- 145 hour Nov
- 145 Dec

Some tasks will be off-loaded to Ben and others will be one-time tasks

- 97.65 hours a month after adjustment
- Cash from membership – Salaries
- John to hold director role through end of 2017

Motions:

Authorize the workplan that JP put forward - \$6600 + now through April 2018

Amending to just 6600 through December 31st

JP abstains

Motion 2 – Revenue made from new membership fees should be used on one-time expenses and special projects authorized by the board and emergency capital reserves

JP Seconds

Next meeting agenda items for discussion:

- What to do with interested members? - RB
- Thinking about a fixed salary for future managers. - KC
- Bylaws state that Board Members can be paid. - JP