

Executive Committee Meeting
April 29, 2023
In-Person Meeting

1. **Call to Order.** Vice President Todd Oberlander called the meeting to order at 1:00 pm PST. In attendance in addition to the vice president were: Diane Howell Evans, Secretary; Chase Davis, Treasurer; Sandi Severtsen, North West AC; Tony Holt, Central Puget Sound AC; Pam Greig-Davis, South Puget Sound AC; Burt Paynter, Southwest AC; Sharon Moats, Regional Director; Ed Hainline, Deputy Regional Director, and Sherry Ogur, Challenge Committee Coordinator. Absent were Joe Blazek, President; Dennis Standridge, Eastern AC; and Lynn Blazek, Central AC.
2. **Establishment of Quorum.** Diane Howell Evans declared a quorum was established.
3. **Welcome to members and guests.** Todd Oberlander welcomed EC members and additional attendees in attendance.
4. **Acceptance of January 24, 2023 EC Meeting Minutes as written.** Ed Hainline made the motion to accept the minutes from the January 24, 2023 EC meeting as written. Sandi Severtsen seconded. Approved.
5. **Treasurer's Report.** Chase Davis asked if there were any questions regarding the distributed reports. There were no questions. Chase stated there was a large amount of money earning no interest and perhaps it would be wise to put some portion of money in a CD earning interest. Maybe \$5000 for a year or an alternative of less money for a shorter amount of time. Sandi Severtsen made a motion that Chase Davis, Treasurer for ESVA, be given authorization to purchase a Certificate of Deposit of \$5,000 at Harborstone Credit Union using his best judgement as Treasurer for choosing limitation of time. Ed Hainline seconded. Approved. See Attachment A.
6. **Report on Walk Review Program.** Vice President Todd Oberlander reported there are 631 total events in 2023 of which 205 need to be reviewed due to their classification as new events, never reviewed events, or 5 years since last review. Of the 631 events, 67.6% have been reviewed and 32.4% need to be reviewed.
7. **Challenge Committee Report.** Report will be presented at the Board Meeting.
8. **Area Coordinator Reports.** Reports will be presented at the Board Meeting.
9. **RD Report.** Report will be presented at the Board Meeting.
10. **Ongoing and Unfinished Business.**
 - a. **Pathfinder Board Report.** Chase Davis reported due to the reduced number of Pathfinders sent to clubs expenses have been reduced which resulted in lower losses than in the past.
11. **Results of ESVA 2022 Financial Review.** Todd Oberlander read Bob Morrison's report on the results of his financial review of the ESVA financial statement for 12 months ending December 31, 2022. Bob stated the ESVA Treasurer cooperated and provided all relevant records promptly and the 2022 financial statement for the ESVA is accurate in all material respects and the supporting financial records for the period have been properly maintained. See Attachment B.
12. **New Business.**
 - a. **Correspondence.** None

- b. **Announcements.** Sharon Moats informed the EC due to non-incorporation in Idaho the September 2024 Northwest Regional Conference will be held most likely in the area north of Spokane. The ESVA will receive seed money from OTSVA.
 - c. **Discussion/Recommendation to Board of ESVA Capital Assessment Committee Finances Drawdown.** Todd Oberlander reported Joe Blazek recommended rather than budget a drawdown plan that a level be set, such as \$8000, and if we go below this level then have committee evaluate the situation and make recommendations. Figure out 3-4 monthly expenditures, add set amount, monitor and if close to cut off than committee meets to review and submit recommendation.
 - d. **Discussion/Recommendation to Board of 7/1/23 to 6/30/24 ESVA Budget.** No questions or discussion on draft budget distributed by Chase. See Attachment C.
 - e. **Discussion/Recommendation to Board for changes to ESVA Standing Rules for ESVA representation on Pathfinder Board.** Todd Oberlander presented ESVA Standing Rule changes for ESVA representation on the Pathfinder Board submitted by Joe Blazek, ESVA President. Chase made a motion the Executive Committee recommend the submitted changes to the ESVA Standing Rules for ESVA representation on the Pathfinder Board to the ESVA Board of Directors. Ed Hainline seconded. Approved. See Attachment D.
 - f. **Discussion of next EC and BOD Meetings.** Todd Oberlander suggested July 20th at 7:00 pm PST for the next EC zoom type meeting and the fall EC meeting be held in conjunction with the OPE Crabfest event in Port Angeles on October 7th.
 - g. **Other.** None
13. **Adjournment.** The meeting was adjourned at 1:29 pm PST.

Respectfully submitted,

Diane Howell Evans
ESVA Secretary

Reviewed:

Todd Oberlandert
ESVA Vice President

Attachment A
 ESVA income statement - Last quarter
 1/1/2023 through 3/31/2023

4/10/2023

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Date	Num	Description	Memo	Amount
INCOME				425.00
Challenge Book Sales				300.00
Frontline Heroes				10.00
1/8/2023	DEP S	Deposit		10.00
Rivers				290.00
1/3/2023		Deposit Reversal	reversed Witzel (redeposited 1/12/23)	-10.00
1/3/2023		Deposit Reversal	reversed Westcott (redeposited 1/12/23)	-20.00
1/4/2023	DEP	Deposit	McCommack	10.00
1/5/2023	DEP	Deposit	cash from CVC	140.00
1/8/2023	DEP S	Deposit		10.00
1/12/2023	DEP	Deposit	\$60 cash + \$30 cashier's check from chec...	90.00
1/26/2023	DEP	Deposit	cashier's check from Lilac check made pay...	60.00
3/16/2023	DEP	Deposit	Fife	10.00
Club Member Dues				125.00
2/7/2023	DEP	Deposit	NW Tulip Trekkers	25.00
2/7/2023	DEP	Deposit	Lilac City	25.00
2/7/2023	DEP	Deposit	Emerald City	25.00
2/7/2023	DEP	Deposit	Sea-Tac	25.00
2/10/2023	DEP	Deposit	Sound Steppers	25.00
EXPENSES				-435.91
Advertising & Marketing				-217.66
2/8/2023	6102	Nancy Wittenberg	Meetup renewal Sep22-Mar23	-108.83
3/16/2023	6104	Nancy Wittenberg	Meetup renewal Mar23-Sep 23	-108.83
Pathfinder Newsletters				-218.25
1/17/2023	6101	Pathfinder Volkssport Club Of The NW	Jan-Feb 2023	-117.00
3/10/2023	6103	Pathfinder Volkssport Club Of The NW	Mar-Apr 2023	-101.25
OVERALL TOT...				-10.91

Attachment A Continued
ESVA Net Worth - As of 3/31/2023

4/10/2023

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Account	3/31/2023 Balance
ASSETS	
Cash and Bank Accounts	
Harborstone Checking	12,293.79
Harborstone Savings	25.75
TOTAL Cash and Bank Accounts	12,319.54
TOTAL ASSETS	12,319.54
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LIABILITIES	0.00
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OVERALL TOTAL	12,319.54

Attachment B

Joe Blazek, President

Evergreen State Volkssport Association

Email: JoeBlazek1@gmail.com

President and Members of the Evergreen State Volkssport Association:

As requested, I have conducted a financial review of the ESVA financial statement for 12 months ended December 31, 2022. Your Treasurer was cooperative and provided all relevant records promptly.

Based on this review, in my opinion the 2022 financial statement for Evergreen State Volkssport Association is accurate in all material respects and the supporting financial records for the period have been properly maintained.

Bob Morrison

Attachment C

Evergreen State Volkssport Association			ESVA FY BUDGET		
Draft budget					
For the Fiscal Year Ending June 30, 2024 (With Prior Year Budget for Comparison)					
			For the Year Ending		
			June 30, 2023	June 30, 2024	
			Final Operating Budget	Proposed Operating Budget	Notes
INCOME:					
	Challenge Books		1,200	1,100	Possible new challenge January 2024
	Club Dues		425	425	\$25 for EACH of 17 clubs
Total Income			1,625	1,525	
EXPENSE:					
Office					
	General		75	75	AVA renewal fee
	Secretarial		100	100	misc. such as name tags
	Treasurer		50	25	Stamps
	Total Office		225	200	
Publicity					
	Marketing		500	500	Meetup \$200 x 2 Groups. \$100 for misc.
	Website hosting fees			456	domain renewal for two years, LINUX hosting
	Website		500	500	esva.online annual maintenance - estimate
	Total Publicity		1,000	1,456	
Other					
	Donation to 501(c)(3) group		500	0	Committee agreed that clubs should donate money and not the ESVA.
	NW Pathfinder Copies		1,875	1,100	ESVA pays for Pathfinder copies to distribute to clubs. Now clubs get 1 copy, TGW get 1, one-day traditional events get 5, multi-day get 10 or more as requested.
	ESVA Meeting Host Club Reimbursement		700	700	Two Board Meetings @ \$200 each plus \$300 expenses for Exec Board Meetings.
	Travel Expense		150	0	no AVA Convention in FY2024
	Fees and Taxes		100	20	Corporate renewal fee only--not renewing the business license since it's not required
	Washington State Challenge Expense		500	500	Possible new challenge January 2024
	Winter Walk Challenge		225	250	Incentive cash awards \$100, 75, 50, and 25 for Winter 2024
	Total Other		4,050	2,570	
Total Expense			5,275	4,226	
Net Income (Loss)			(3,650)	(2,701)	Amount to draw down from net assets
Estimated beginning Cash Balance July 1				12,300	
Amount to Transfer from Net Assets			(3,650)	(2,701)	
Estimated ending Cash Balance June 30				9,599	

**EVERGREEN STATE VOLKSSPORTING ASSOCIATION
MOTION**

Introduction of Business:

The NW Pathfinder Volkssport Club's Bylaws call for two representatives from ESVA to serve on the Pathfinder's Board of Directors. Currently there is no language in ESVA's STANDING RULES specific to election of representatives, or service on the Pathfinder Board. The language in this motion would codify in ESVA's STANDING RULES conditions under which ESVA Representatives would qualify for, be elected, and serve on the Pathfinder Board.

Motion:

That the following language be added to the ESVA's Standing Rules to reflect the requirements and conditions under which ESVA members would be elected and would serve as ESVA Representatives on the Pathfinder Board. (Proposed new language in red).

SECTION III - COMMITTEES AND OTHER BOARD REPRESENTATIVES

5. The Pathfinder Volkssport Club of the Northwest. The Bylaws of the Pathfinder Club call for two ESVA representatives to serve on the Pathfinder Board. ESVA members are eligible to serve on the Pathfinder Board if they meet all the following conditions:

- a. A member shall be in good standing with their home club and with ESVA.
- b. ESVA Representatives shall be elected by a majority vote of the ESVA Board of Directors or be appointed by the ESVA President.
- c. Elected representatives shall serve two year terms on the Pathfinder Board commencing with the first day of the fiscal year.
- d. Vacancies created during a representative's two year term will be filled by election at the following ESVA Board of Directors meeting to serve out the rest of the term. If no one is elected by the Board of Directors, the ESVA President may appoint someone to the Pathfinder Board who is in good standing with their home club and with ESVA.
- e. ESVA Representatives shall provide reports to the ESVA Board of Directors of Pathfinder Board meetings.

Summary of Proposed Action:

This language spells out in the ESVA STANDING RULES the conditions under which ESVA members shall be elected and serve on the Pathfinder Board as ESVA Representatives.

Submitted by: Joe Blazek, ESVA President

Seconded by: _____

Action Taken:

Motion carried

Motion failed

Motion tabled

Motion amended