

Juan de Fuca Scenic Byway Association **Monday, February 24, 2020 ... 199 Dan Kelly Road, Port Angeles**

Board Members Present: Sande Balch, George Eastman, Joe Murray, Margaret Owens, Alex Stevens. **Absent:** Vince Cook.

Annual Membership Meeting

1:00 p.m ... Convene Annual Membership Meeting

The annual membership meeting was called to order by President Joe Murray. No members other than directors were present. Alex, Margaret, and George consented to renew their terms on the Board. No other nominations were made. Terms will run January 1, 2020 through December 31, 2022, three years. The renewals were approved by the board. (Alex/Margaret). Conflict of Interest and Electronic Communication forms were signed by directors present. The Annual Membership meeting was adjourned at 1:10 p.m.

Board of Directors Meeting

1:10 p.m ... Convene Board of Directors Meeting

Agenda ... The Board of Directors meeting was called to order by President Joe Murray. The agenda was **approved** as presented.

Election of Board of Director Officers: Alex nominated the current board members to be elected again for 2020: President: Joe Murray, Vice President: Alex Stevens, Secretary: Sande Balch, Acting Treasurer: Sande Balch. **Approved.**

Minutes of the September 30, 2019 meeting: The minutes were **approved.** (George/Margaret) No meeting was held in the 4th quarter by vote of the board members as there was no business to address at that time.

Financial Reports: Financial reports for 3rd and 4th quarter 2019 and annual financial summary for 2019 were **accepted** as presented. (Alex/Margaret).

The January payments ... CB/CQ chamber \$100, NSBF \$150, CB VIC \$600, PO Box \$56 were approved. Payments due ... Sande postage \$9.20 and state corporate registration fee \$10.00, Michelle website hosting \$99.22 and domain registration \$128.2(3 years) and Emily Eccles tile paints \$22.03 ... were **approved** to pay. (George/Alex).

Deposits reported were: January 2019 deposits ... memberships totaling \$875 were made

The state corporate registration has been done. The IRS E990 report has been made for 2019. The SAM report/update is due in May (federal funding registry).

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OPVB mailings: The OPVB mailings to regional VIC/concierge requires 230 brochure pieces and cost \$115 for a one-time mailing. **Approved** to participate and pay \$115. (George/Alex). The direct response mailings that we usually participate in for the month of April costs close to \$600. The decision was to **NOT** participate in the direct mailing this year due to the cost and low funds for the organization. (Alex/George).

Milepost Business Directory: There is sufficient stock to last a second year and very minimal changes in membership information (already updated on the website). It was **approved** to skip a year of printing the directory and use up the old stock. (Alex/Margaret) Sande will notify Laurel Black Design and Olympic Printers of this decision.

Great Strait Sale: The second Saturday in September (usual date for the event) is September 12th this year. It was **approved** to hold the Great Strait Sale on this date. (Alex/Margaret). Sande asked if there is a target number of years to run this event. The response is to take it year by year and continue as long as it is a viable event with interest and response.

Membership Renewals: Memberships payments totaling \$875 have been deposited representing 6 sponsor and 8 associate memberships. Another associate payment received at the meeting leaving 8 associates membership confirmed and 4 sponsor/5 associates yet to respond. Changes in businesses so far reported ... Breakwater Restaurant is in process of new owners (this year at associate rather than sponsor level), Strait Shots Espresso has a new owner, Bay Motel is still being run by Buzz Wisecup after the death of his wife, Jamye, although some of the motel units have been set up as apartments. CresComm is now based out of Port Angeles. Long-time individual member, Loren Kreutner, died this past year.

Clallam County Bike Map: The map was published and a box dropped off for Michelle at her husband's place of work while she and family were on vacation. So far that box has not been found. Sande will ask Michelle to contact/how to contact someone to see if we could get a few more maps so the Depot Museum and Clallam Bay VIC have a supply to distribute.

Elwha River Interpretive Center (ERIC): The litter control, weedeating, road cleaning, and fence repairs have been taken on by the County Chain Gang. George reported that the most of the litter is dropped near/in the sanican area but it has been kept clean lately. The sanican itself has been maintained well. The signs have some damage and the gate occasionally still closes during the day by wind. People are using the interpretive center to park and access the walk to the old dam viewpoint.

Tiles for the ERIC: There are tiles ready to install, some painted but not glazed, some in the process of painting, and some still needing to be ordered to complete five panels (80 tiles total). Sande has identified an additional three panels that would "complete" the project. Tiles need to be ordered ... either 25 to complete the five panels or 80 to complete eight panels. The cost of \$7 per tile includes the tile, priming, paints, lettering/touch up outlining, glazing by Rosalynn.

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The cost to install should be less than \$10 a tile (Sande is talking to a tile setter that works for Fairchild Floors and will get an estimate from him to report before we engage in installation.) We will look for “sponsors,” such as the Elwha Tribe, to buy a panel (3 panels left to sell) to involve the community and help pay the cost of the tiles.

It was **approved** to dedicate money to “finishing” this part of the Elwha River Interpretive Center plan ... Order the full 80 tiles at \$7/each for a total of \$560 and assuming the high end on installation would be \$1300 (five panels of 16/total of 80 for first install and three panels of 16/total 48 for the second install). (Alex/Margaret).

Website Analytics: Information from the web statistics were consistent with previous reports. Sande will present this information about every quarter to track any significant changes.

The 360 degree photo text revision for the forestry sites at Sumas Pass was presented. Joe will review and send comments/approval as soon as possible to Michelle so this can be posted on the website properly.

In the “contact us” section of the website, the email is sent to Michelle. Sande will explore the process to set up a distinct website for the JFSBA such as info@highway112.org.

Facebook account: Carolyn Flint worked on getting this page taken down for some time and it appears that she finally “broke the code” and got it off the internet. Thank you Carolyn!

Next Meeting: We will try for mid-May for our 2nd quarter meeting.

Adjournment: The meeting was adjourned at 2:30pm

Submitted by Sande Balch, Secretary

E-Meeting June 7, 2020

Board of Directors

Re: 2nd Quarter Meeting

Joe and I (Sande) had a conversation a while ago concerning the need to have a meeting at least every quarter for our non-profit organization. However, with the lack of action items to be attended to and the just-barely-loosened rules for avoiding the Covid-19 virus, we thought that unless there was critical or new items that needed to be discussed we would hold the meeting via email. I think we should consider having an “in-person” meeting in the fall to get caught up ... and then perhaps another email meeting in the winter unless we have action items to deal with.

So first of all ...

_5 yes votes_____ Are you in agreement that an email meeting is sufficient for the 2nd quarter requirement?

If so, please approve or make comments to the following:

_5 yes votes_____ Minutes of the February 24, 2020 meeting

_5 yes votes_____ Financial report for 1st Quarter

The update and registration with the Feds (SAM) has been completed and we are good to May 12, 2021 if we should want to apply for any federal funding 😊

One other subject that is up in the air at the moment is the Great Strait Sale ... September 12th. I initially thought we maybe should cancel this year. But if everything goes well in the world of Covid-19 rules, this area should be in Phase 3 or 4 by then. Mary Pfaff Pierce and I have discussed this a couple of times (needed her permission as we use her private property with no fee), even talking about liability. Today when I talked to her she felt that by September there would be minimal risk and, providing nothing changes/worsens with the virus issues, she has given us permission to go ahead with the event. I have talked to a couple of the vendors and they have expressed a desire to participate. Crescent Grange will hold their fall sale on the same day if it is advisable, health wise, to do so. So at this point, I would say we should go forward with planning to host the Great Strait Sale. I will contact Clallam Bay and Neah Bay sometime later this summer to see if their communities are willing to participate. We could revisit this in early to mid-August and then confirm or cancel depending on the circumstances.

_____ What are your thoughts/comments concerning the Great Strait Sale?

Alex ... via phone ... wait until August for final decision on Great Strait Sale.

Joe ... Let's see how Covid 19 goes. How late can we cancel?

George ... At this point in time Neah Bay is in secured operation until June 30 – My suggestion is for a decision to be made by August 15 +/-

Margaret ... OK to hope / plan for a go, but conditions will dictate when it gets closer of course.

Sande ... go ahead with sale if safe, otherwise cancel for this year.

Juan de Fuca Scenic Byway Association

ZOOM MEETING ... Tuesday 9.29.2020 ... 2:00pm

Participating via zoom/phone ... Joe Murray, Sande Balch, George Eastman. with Alex Stevens vote by proxy. Margaret confirmed her agreement with the group votes by phone later. Absent: Vince Cook.

Agenda ... The Board of Directors meeting was called to order by President Joe Murray. The agenda was **approved** as presented.

Minutes of the June 7, 2020 e-meeting: The minutes were **approved**.

Financial Reports: Financial reports for 2nd quarter 2020 were **accepted** as presented.

Reports/updates/discussions:

Great Strait Sale ... Sande reported that she had sold \$347 worth of “donation table” items at neighborhood sales to reduce the quantity of goods to be held for the 2021 event. The only expense was \$47 for ads to announce the cancellation of the event this year.

Elwha River Interpretive Center ... Sande reported that the tiles required for the remaining interior panels have been ordered and delivered and are base coated and ready to paint. Michelle contacted the Elwha tribe to see if they are interested in purchasing and painting tiles for the entrance panels. They thanked us for the idea, but have no kids in school and no funds available at this time. Installation of the five panels (plus three to four more if we can find buyers/painters will have to wait until spring of 2021. George commented that the chain gang is doing a good job of cleanup and maintenance and that there is a new sanican now in place.

Eastern Clallam County Bike Map ... The Peninsula Trails group agreed to supply 50 maps to replace the box they delivered that was lost. These will be made available to the Joyce and Clallam Bay visitor centers as needed.

Web Site Contacts ... The contact email on the highway112.org web site will be changed from Michelle’s email to Sande’s email at sandrabalch@olympen.com. The “sign-up for mailing list” has been removed. George suggested that we think about making PayPal available for anyone who is interested in making a donation to the JFSBA.

Memberships ... Two sponsor members did not renew this year (Linda’s and Chito Beach) but no reason given as yet. We did not print a new business directory this year (large stock, few changes, no tourism). Next year we should think about whether we want to continue printing or just have an updated directory online to be printed. We need to network and communicate more with Hwy 112 businesses and residents to give them a reason to want to participate and continue their membership. We will discuss in the spring.

Next Meeting ... We decided that unless there was pressing business needing group discussion we will transact any other business by holding an e-mail meeting in December.

The meeting was adjourned at 2:42pm.

E-Meeting ... email sent December 18, 2020

All items approved by email ... Sandra Balch, George Eastman, Joe Murray, Margaret Owens ... and by phone Alex Stevens. No vote by Vince Cooke.

It was decided at the zoom meeting on September 29th that we should vote on any routine business by email this quarter. Attachments are included to review. Please send your responses (by reply to all) to the following:

Do you accept the minutes of September 29th meeting as presented?

Do you accept the financial reports for third and fourth quarters as presented? Yearend balance in checking \$5373.89, CD \$1,084.14

Do you accept the financial summary for 2020?

Do you approve of paying the usual beginning of year bills ...

Clallam Bay-Sekiu Chamber of Commerce (membership) \$100

Clallam Bay Visitor Center (for assistance with phone/internet) \$600

National Scenic Byway Foundation (membership) \$150

Web Hosting \$99.22 (or something in that neighborhood)

Do you approve of this plan ... the process, schedule, and financials?

Tiles to be painted by Elwha school students (paying \$750 for 50 tiles but painting 80 tiles to help us finish the painting task). A professional tile installer will put tiles in place in the spring ... total of 10 panels. Total income from tiles sales \$1890.00 (with another \$750 still outstanding). Expenses to date \$1213.91 (with installation fees of approximately \$750 yet to billed). Additional tile costs of \$1250 for purchase were paid by NSB and OPVB grants. Cost of installation of initial 300 tiles was also covered by the NSB grant (cost amount not available).

2021 spring projects and/or discussions:

Membership drive ... Install of tiles ... Clean-up interpretive center site

Discussion about printing or going online with the business directory

Evaluation of our financial situation

