

JHS Music and Arts Boosters Executive Committee Meeting

Tuesday, October 1, 2019

7:00 PM

The annual meeting of the JHS Music and Arts Boosters Executive Committee was held in the JHS band room at 7:00 pm on October 1, 2019 pursuant to written notice to all associated groups. Quorum was met with all six groups represented.

Members introduced themselves and the group they were representing. A roster of attendees is attached.

The Consent Agenda consisting of the following items was approved by unanimous consent.

- Approval of minutes – 10/4/18
- Ratification of past acts of officers as acts of the corporation
- Consent to Action without Meeting

George Moffat gave a presentation on JHS Music and Arts Boosters (MAB) organization with an overview of the location of booster documents on <http://www.charmsoffice.com>. He provided a live demonstration of how to navigate to the documents, and then proceeded to discuss the standing rules and the documents entitled, *Doing Business as an Exempt Organization*, and *Avoiding Cooperative Fundraising Issues*. During the presentation there was a general question and answer session.

George then provided a financial compilation for 2018-2019 from data provided by group treasurers, followed by a presentation of the draft 2018 Form 990. The committee accepted the financial and audit report of the treasurer and approved the draft 2018 Form 990, ordering that the corporate treasurer execute the filing by the prescribed deadline.

Next followed a proposal to admit Gateway Middle School into the Association. The proposal was accepted by unanimous consent.

The following amendments to the Standing Rules were approved:

- Preamble: add and Gateway Middle School
- A.2: add and Gateway Middle School
- A.3: add and Gateway Middle School
- B.1: add and Gateway Middle School

Next followed a recommendation that the annual maintenance fees for 2018-2019 be \$240. After discussion the motion was adopted and the treasurer was ordered to execute a transfer of funds from each group to the general fund.

Each group then discussed their planned activities for the 2018-19 school year.

Meeting was adjourned at 8:04 pm. The next general meeting will be at a date and time to be determined early in the fall of 2020.

George Moffat, secretary/treasurer

Corporate Resolution– Consent to Action without Meeting

Written consent to action without meeting of the executive committee of JHS Music and Arts Boosters (the “Corporation”) dated this 5th day of September 2019.

RESOLVED, that the executive board consents to action without meeting and the following changes to the bank accounts are hereby ratified and approved as actions of the Committee.

1. The following person(s) are to be removed as authorized signatories to the following account(s) with Boeing Employees Credit Union:

Barbara Moriarty — 3610589729

Shoshauna Mohlman — 3601597666

Georgina Johns — 3601597856

Shawn Mohlman - 3601597583

2. The following person(s) are to be added as authorized signatories to the following account(s) with Boeing Employees Credit Union:

N/A

3. That pursuant to the corporation’s standing rules, the corporation treasurer, George Moffat, is the owner and authorized signer on all accounts and is authorized to administer and execute this resolution.
4. The Secretary of the Corporation is directed to communicate this amendment to all banks and other institutions affected by this resolution and to ensure proper enforcement of this resolution.
5. The change of authorized signatories is to take effect upon the Bank’s receipt of these resolutions.

Dated in the State of Washington on the 5th day of September 2019.

George Moffat, Secretary/Treasurer

Corporate Resolution– Ratification of Past Acts of Officers as Acts of the Corporation

RESOLVED, that the actions of officers taken since the last meeting of the Executive Committee are hereby ratified and approved as actions of the Committee.

1. Filing of 2017 IRS Form 990, as instructed by the executive committee.
2. Charitable organization renewal with the Office of the Secretary of State Corporations and Charities Division.
3. Nonprofit Corporation Annual Report filed with the Office of the Secretary of State Corporations and Charities Division.
4. Issuance of IRS forms 1099 and 1096.
5. Renewal of Liability Insurance policy.
6. Removed as check signers: Georgina Johns, Shoshauna Mohlman, Barbara Moriarty.
7. Added as check signer: N/A.

Adopted this 1st day of October 2019 at a meeting of the Executive Committee at which a quorum was present.

George Moffat, Secretary/Treasurer