

JHS Music and Arts Boosters Executive Committee Meeting

Thursday, September 22 2022

7:00 PM

Agenda:

Welcome and Chair's Remarks

Roster

Consent agenda

- Approval of minutes – 10/1/2019
- Ratification of past acts of officers as acts of the corporation
- Update to bank account check signing authority

New Member Familiarization

- Standing Rules
- Boosters overview – An introduction to doing business as an exempt organization
- Expectations of associated groups
- Record keeping
- Website
- Square Store
- Contracts

Discussion Items

- 2021 – 2022 Annual Report
- Approval to file 2021 IRS Form 990
- 2022 – 2023 maintenance fee assessment, insurance coverage and activities
- Election of president

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 22nd day of September 2022.

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 respective account(s) with Boeing Employees Credit Union:

Jessica Sisu

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

Sonia Hopkins

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 22nd day of September 2022.

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 2019 IRS Form 990, as instructed by the executive committee.
2. Filing of 2020 IRS Form 990 without instruction of the executive committee.
3. Charitable organization renewal with the Office of the Secretary of State Corporations and Charities Division.
4. Nonprofit Corporation Annual Report filed with the Office of the Secretary of State Corporations and Charities Division.
5. Issuance of IRS forms 1099 and 1096 for 2019, 2020 and 2021.
6. Renewal of Liability Insurance policy for 2020, 2021 and 2022.
7. Removed as check signers: Aaron Coe, Jolyn Hendrix, Lina Marlina
8. Added as check signer: Aaron Coe, Jessica Sisú, Jeannie Nguyen, Katherine Berlier, Michelle Spano, Tannis Gobliewski, Stephanie Cherry

Adopted this 22st day of September 2022 at a meeting of the Executive Committee at which a quorum was present.

George Moffat, Secretary/Treasurer