

## **Sterling-Moorman House Foundation**

**Wednesday, January 22, 2014 5:30 p.m.**

### **Attending:**

Venus Bratsveen  
Susan Beeman

Michelle Thompson  
Bettye Hull

Scott Wilbanks

**1. Call to Order:** Venus called the meeting to order at 5:35 p.m.

**2. Approval of Minutes:** Minutes from the October 30, 2013 regular meeting were approved as distributed.

**3. Treasurer's Report:** Bettye reported that we received the \$800 reimbursement from the Washington Trust for Historic Preservation, and she has finished reimbursing Foundation members for expenses related to the porch & painting project. Our bank balance as of December 31, 2013 was \$606.07.

### **4. Old Business: Update on Porch & Painting Project**

Susan reported that the final grant report for the Valerie Sivinski Washington Preserves Fund was submitted. There are a few pieces of second floor trim that will need to be painted in the spring, but we have been receiving comments about how nice the exterior looks. Scott has provided photographs of the recent work on the house.

### **5. Old Business: IRS Non-Profit Corporation Status**

We have received an acknowledgement letter from the IRS (dated last April), but have not yet received our determination letter. Venus reported that the last time she tried to make a phone call to inquire about the status of our application, the wait time to speak to someone was over 45 minutes. After discussion, Michelle offered to make a phone call to follow up on our application. Susan will email the pertinent documents to her before Friday.

### **4. New Business: Review of Bylaws re: Director Terms, Officers & Elections**

Susan reviewed provisions in our bylaws for re-election of directors, who serve for two-year terms, and who may be re-elected. Our bylaws call for no less than 5 directors, and no more than 13. Since we were incorporated in December 2011, the initial directors of the Foundation are all up for re-election at this year's annual meeting. Once the new board is elected, they will

select (or re-elect) positions on the board. Our bylaws call for the positions of president and secretary to be filled this year.

It was decided to schedule our annual meeting for Friday, March 14, beginning at 6 p.m. at Venus & Jim Bratsveen's house. This will be a finger-foot potluck. Encourage new members to attend!

#### **5. Other Business:**

Discussion followed on setting up our website and bank account to allow online memberships & renewals. Susan will check on establishing a PayPal account. Bettye will set up online banking at the Credit Union. Michelle will update our Facebook page with some of the recent work party photos.

Scott shared a copy of *Architectural Details by Vintage Woodworks* that has some useful illustrations for reference as we move forward with the house project.

**Next Meeting:** **Wednesday, February 26**, 5:30 p.m., Utility Building, 112 Anderson Road.

**Future Events: Annual Membership Meeting & Winter Social:** Friday, March 14, 2014, at Venus & Jim Bratsveen's home – will include election of officers (president & secretary positions are up for renewal as it is an even-numbered year; vice president & treasurer positions are elected in odd-numbered years).

**Meeting adjourned** at 6:34 p.m.

**Submitted by:**  
Susan Beeman  
Secretary