

President Alan's Board Notes and Summary

of the Annual Organizational Board Meeting of the Kiwanis Club and Foundation of Ann Arbor

Meeting Date: October 18, 2016 at 7 pm

Location: Kiwanis Center WEST

COMMENTS from GENERAL MEMBERSHIP and GUESTS:

Harry Cross requested time to share ideas for the Board's consideration of a Capital Campaign.
Garry Donner also presented his thoughts about not selling Kiwanis Center Downtown.

COMMITTEE REPORTS to Inform the Board. None

Approved the Board Minutes of Tuesday, September 13, 2016.

Received the SECRETARY'S REPORT. **(A)**

Approved Two (2) Prospective Members: Terry Linden and Edward "Bud Roberts.

Six (6) new members in the process of being inducted in October, refer to Secretary's report.

Members leaving our Club due to Business obligations: Five (5) members, refer to Secretary's Report

Members not renewing: Nine (9) member, refer to Secretary's Report.

Member not renewing due to Health: John McKeown

Changing to Emeritus Status: Jim Kane, Don McEwen

Leave of Absence (LOA) Requests: None

Received September TREASURER'S REPORTS for the FOUNDATION, SALES, and the CLUB.

PRESIDENT'S REPORTS

- A. Developing a method to provide electronic copies of the Board Secretary's monthly report and Board minutes, after they have been approved by the Board, to the general membership.
- B. Introduced two new Board Fellows from the U of M Ross School of Business assigned to work on the President's annual goals. They will have assigned projects to be completed by April 2017. Please welcome our new Board Fellows: Carmen Ye and Kimberly Moore.
- C. We were informed that our contracted payroll service provider plans to close effective December 31, 2016. A recommendation for a new provider is being developed for the November Board meeting.
- D. Dan Gubachy has returned to work on Tuesdays each week for up to 8 hours for contracted facilities service work starting October 18th. The Building and Equipment Committee has a priority list of work projects for him. Welcome back to Dan. We are continuing to interview for a full time Facilities Manager.
- E. The SMOC is exploring whether an increase of Thrift Sale days and hours can be considered at both KCD and KCW. This could only be possible if enough members and volunteers have an interest and availability. A survey is being developed for members and volunteers to indicate their possible interest.
- F. Kiwanis Thrift Sale Downtown is scheduled to be closed on Sat., November 26, however it will accept donations. Kiwanis Thrift Sale West will be open on both Fri., November 25 and Sat, November 26.
- G. Our Kiwanis Club's History of Giving: Cliff Sheldon, Harry Cross, and Eloise Lavin and President Alan are compiling the total giving of our Club and Foundation from 1921 to 2016. At this point we can document in excess of \$5,800,000 of cash, vouchers, and donations in total gifting to children, youth, and families.
- H. FUTURE BOARD TOPICS:
 - a. A recommendation to create a Special Committee and/or ask our current Budget and Finance Committee to formally explore with our bank and/or other institutions our current Mortgage and Line of Credit options in preparation for the sale of KCD.

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- b. Explore how and when to seek a formal vote by the Board, and then a vote by the General Membership, for authority to sell our out lot on Jackson Road.
- c. Study of our By-Laws to determine the parameters and process to follow as we develop long term multi-year lease agreements for Kiwanis Center West.
- d. Further alignment of Kiwanis committees such as Strategic Planning and the Re-organization committees into one committee.
- e. Propose that the Board Members assign themselves to act as Liaisons to individual Kiwanis Committees for 2016-17 for the purpose of supporting the important work of those committees and increasing on-going communications with the Board.
- f. Alignment of our Youth Protection Guidelines with new Kiwanis International guidelines.
- g. Board consideration of ideas from the Town Hall meeting of October 3rd and Harry Cross' and Garry Donner's presentations to the Board on October 18th.

Annual Organizational Meeting Items:

1. Elected Kathie Wilder as our Club and Foundation Secretary for this Kiwanis Year.
2. Appointed Greg Meisner as Board's Meeting Parliamentarian Guide for this Kiwanis Year to assist the President and the Board with questions for the appropriate use our Club & Foundation By-Laws and, as needed, when to use Robert's Rule of Order. This position is advisory only.
3. Set the starting time of 6:30 pm for all future regularly scheduled monthly Kiwanis Board meetings to be held at KCW on the third Tuesday of each month. (This is a new starting time.)

NOTE: All Budgets will be amended quarterly and reviewed monthly, as needed, at Board meetings.

4. Approved the 2016-2017 ANNUAL "CLUB" BUDGET. (B)
5. Approved the 2016-2017 ANNUAL "FOUNDATION" BUDGET. (C) + (D)
6. Approved a FIVE YEAR "FOUNDATION CAPITAL IMPROVEMENT INFORMATION PLAN". (E)
7. Approved the 2016-2017 PAID STAFF POSITIONS, MAXIMUM FTEs and SALARY LEVELS.
8. Approved 2016-2017 ANNUAL "VOUCHER" BUDGET INCREASED MAXIMUM of \$75,000.
Please note: The 2015-16 Voucher Budget started at \$50,000 and was later increased to \$60,000. In order for this new, higher goal to be reached, the number of members helping with Vouchers each week will need to increase from the current 6 members to 7 members. The Voucher Program is at KCW on Thursdays at 9:15 am. ALL members are encouraged to participate.

NEW BUSINESS

1. Approved three (3) projects for KCW not to exceed \$44,750 from the Five (5) Year Capital Improvement Plan. Money from the Line of Credit. Item #1: Truck Ramps for at the west side docks to provide greater safety and make it easier to load and unload our trucks of donated items. Item #2: Replace current non-functioning rooftop HVAC unit in the NW corner of the building. Currently there is no heat in that area of the building near the west side docks and doors. Item #3: Electrical Service Improvement.

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2. Approved a Special Committee for the Sale of Real Estate, for the Kiwanis Center Downtown in compliance with the resolution approved by a majority of Club and Foundation members on September 19, 2016. PURPOSE OF THIS COMMITTEE: Develop and provide the Board with a written procedure describing how best to move forward. The Board will consider that proposed written procedure at the Board's regular meeting on November 15th. Our Kiwanis Board retains all rights of final approval or disapproval of any sales agreement. Chair Alan Burg, Jim ~~Kane~~ Carey, Eloise Lavin, Peter Schork, Dan Dever, and Cliff Sheldon
3. Approved the Committee's recommended list of list of Honorary Members and Honored Volunteers. (refer to attached list.) (F)
4. Approved the following Kiwanis Committees as new, updated, or combined.
 - a. New 100th Year Celebration Committee
 - b. New Archive Committee
 - c. New Re-Organization of Club & Foundation Administration
 - d. Combined four (4) committees into a new Public Relations and Marketing (The 4 previous separate committees were Communication, Marketing, Membership Digest, and Website)
 - e. Fines and Happy Dollars (New name and updated responsibilities)
 - f. Executive Committee (Established 2001 and in Administrative Manual and will now be listed in the Membership Digest.)
5. Approved moving three Monday Club meetings on November 28, December 5 & December 12 from KCD to KCW due to our annual Christmas Sale. Background Information: This is needed in order to hold three days of public sales for the Christmas Holiday Sale at KCD. On November 21, all members will be asked to help realign tables and stack up chairs. Immediately after the last sale date, the annual refinishing of the floor will take place. It needs 5-7 days to set. Kiwanis Christmas Sale dates for KCD are: Friday, December 2, Saturday, December 3, and Saturday, December 10, 2016. The Christmas sale at KCW starting in early November through December.
6. Approved cancelling our weekly Club meeting on Monday, December 26, 2016 and rescheduling the next Monday, January 2, 2017 Club meeting to Tuesday, January 3, 2017.
7. Set the date of the next regular monthly Kiwanis Board meeting for Tuesday, November 15, 2016 starting at 6:30 pm to be held at Kiwanis Center West. (Note new starting time.)

A special Broad meeting is scheduled for Monday, October 31, 2016 starting at 11:00 am to be held at Kiwanis Center Downtown in Ned's Place to discuss possible additional Capital Improvement needs.

THANK YOU EVERYONE

#KidsNeedKiwanis and Kiwanis Needs You

**KIWANIS CLUB OF ANN ARBOR
SECRETARY'S REPORT
September 2016**

1. Club Membership and Performance	<u>2016</u>	<u>2015</u>	<u>2014</u>
Member count on September 30, 2016	156	139	153
Net change since October 1, 2015 = +17			
* Starting Oct. 1, 2016 Membership = 136			

2. Reports: The September monthly report to Kiwanis International was submitted Oct. 6 and will be emailed to the Board. Hard copies will be available at the Oct. 18 Board Meeting.

Michigan Non-Profit Corporate Annual Report filed with State Corporations Division.

3. Minutes of the Sept. 2016 Board meeting: The minutes of Sept. Board meeting will be distributed by email to Board members.

4. New Members added: Gerald Luke was inducted and added upon payment of dues. Gary Kavanagh was approved in August, was inducted and added in October. Nicolette Williams, Bram Sanvordenker, Jason Balcom and Jake Stacey are scheduled to be inducted 10-24-16.

2 Prospective Members for approval: Terry Linden has applied for membership, sponsored by Dale Leslie, interviewed by Bob Carr, who recommends board approval. Edward "Bud" Roberts is sponsored by Sherry Springer, co-sponsored by Bob Gray, interviewed by Ron Gardner, who recommends Board approval.

New Members in Progress: Zach Ackerman, Ted Thiry.

Members dropped from Roster at year - end: 21

- Moving: Sarfati, Simmons, Jocelyn Wilder
- Business obligations: Barton-Spencer, Caldwell, Costello, Houle, Jeszke, Waskiewicz
- Not renewing: Ando, Clewell, Gallup, Griswold, Hill, Masters, Schultz, Stroud, Winkler
- Emeritus status: Jim Kané, Don McEwen
- Health: John McKeown

5. Membership Renewal Notes: 130 renewing members have paid; 6 remaining confirmed. 8 renewals were paid by credit card. Digest Ads will total \$1,950; 80% remitted payment.

6. Leave of Absence: None requested in September.

7. Michigan District- Three programs requesting support in October:

- \$3 per member – Service Leadership Programs (SLP): Circle K, Key Club, Aktion
 - paid through Foundation account.
- \$45 per member – Michigan Foundation support four children's hospitals in MI
 - paid through our Foundation account.
- \$10 per member - Kiwanis International Foundation Annual Club Gift
 - not paid by our Club or Foundation.

Respectfully submitted,
Kathie Wilder, Secretary

(B)

KIWANIS CLUB OF ANN ARBOR
2016-2017 BUDGET

	2015-2016 Budget	2015-2016 Actual	2016-2017 Budget
Income			
Club Income			
Digest Ads & Sponsors	\$2,100	\$2,200	\$1,950
Fines	\$1,000	\$1,008	\$1,000
Foundation Guest Lunches		\$567	\$0
Happy Dollars	\$2,400	\$2,120	\$2,200
Lunch Revenue	\$28,600	\$26,063	\$26,500
Membership Dues	\$28,800	\$28,425	\$27,000 (150 X \$180)
Misc. Income	\$500	\$1	\$250
Voluntary Dues Supplement	\$500	\$355	\$375
Total Club Income	\$63,900	\$60,739	\$59,275
Investment Income			
Interest Income		\$46	\$50
Special Events Income			
Tiger Game Income	\$3,800	\$3,290	\$3,500
Total Income	\$67,700	\$64,075	\$62,825
Expenses			
Award Expenses		\$250	\$500 (Al Dailey Award)
Club Expenses			
Accounting Review	\$2,500	\$3,125	\$3,125
Annual Non-Profit Michigan fee	\$0	\$20	\$20
Athletic & Social			
Annual Picnic	\$500	\$178	\$250
Bowling	\$150	\$100	\$100
Holiday Party	\$1,750	\$2,172	\$2,150
Tiger Game Expenses	\$3,000	\$2,824	\$3,000
Banking Fees		\$75	\$75
Caterer Expenses	\$26,000	\$21,597	\$22,000
Consulting Fee & Reorg. Related	\$0	\$95	\$1,500 CHANGE
Credit Card Expenses		\$4	\$50
Delegates and Training	\$4,500	\$4,783	
International Convention - Paris			\$6,000
District Convention			\$1,465
Other District Training			\$100
Divison 10 Expense	\$150	\$100	\$100
Dues Assistance	\$600	\$450	\$450
Dues Expenses			
Kiwanis International	\$9,600	\$8,997	\$9,000 (150m X \$60)
Michigan District	\$6,080	\$5,516	\$5,700 (150 X \$38)
Finance Charges	\$0	\$91	\$100
Hospitality	\$150	\$157	\$150
Leadership Ann Arbor	\$1,100	(\$225)	\$1,100
License Fee		\$316	\$300
Maintenance Expenses	\$0	\$109	\$100
Donation to Foundation	\$0	\$0	\$3,200 NEW

(C)

Kiwanis Club of Ann Arbor Foundation, Inc.

Financial Status

As of September 30, 2016

Bank Balances

AASB	\$	49,910.70
Talmer Ckg	\$	58,589.70 **
Talmer MM	\$	11,180.42
	\$	<u>119,680.82</u>

Vanguard

Money Market	\$	179,061.77 **
Susan Smith	\$	54,610.95
Endowment	\$	16,632.62
	\$	<u>250,305.34</u>

Note: ** Must maintain available funds per Mortgage covenant of \$225,000 at all times - from Money Market and Talmer.

Mortgage

Current Balance	\$	1,894,949.39
Monthly Payment	\$	13,324.80 10 years (119 payments)
	\$	1,263,145.90 Balloon due 12/26/24

LOC

Current Balance	\$	219,203.71
Monthly Payment	\$	550.00 Interest only
Funds Available	\$	280,796.29
Timing		3/1/2017 Must convert to loan
Possible repayment		\$250K = \$4000/month for 60 months at 5%

Memorial Funds

James Smith III	\$	1,360.00
Fred King	\$	1,615.00
Lee Bachman	\$	225.00
Jim Courtney	\$	505.00
Jim Couch	\$	545.00
Sandy Elden	\$	100.00
Hugh Wanty	\$	100.00
	\$	<u>4,450.00</u>

Transferred to Vanguard Endowment acct. above

Future Items to Note:

PROPOSED BUDGET

10/1/16 - 9/30/17



Ordinary Income/Expense

	Budget 2016-17
Income	
4120 · Restricted Donations	
4121 · Camperships	
4124 · Camperships-Cross	32,000.00
4122 · Member Grants	0.00
4116 · Eliminate Project	0.00
4133 · Haiti Nursing	20,000.00
4136 · KEEP project	0.00
4138 · Mott Pot	2,000.00
4142 · Scholarships - Cross	16,500.00
4143 · Scholarships - Smith/Gray	2,000.00
4145 · Scholarships - Members	12,500.00
4140 · Scholarships - Other	0.00
4146 · Warm the Children	0.00
4169 · Restricted Donations - Other	0.00
Total 4120 · Restricted Donations	\$ 85,000.00
4100 · Unrestricted Donations	
4101 · Donations	10,200.00
4102 · Kiwanis-Other Income	
4119 · Golf Outing	6,000.00
4123 · Grocery Card	500.00
4137 · K-Family Donations	0.00
Total 4102 · Kiwanis-Other Income	6,500.00
4109 · Memorials	
4109.A · James Smith III Memorial	
4109.B · Fred King Memorial	
4109.C · Lee Bachman Memorial	
4109.D · Jim Courtney Memorial	
4109.E · Jim Couch Memorial	
4109.F · Sandy Elden Memorial	
4109.G · Hugh Wanty Memorial	
Total 4109 · Memorials	0.00
Total 4100 · Unrestricted Donations	\$ 16,700.00
4180 · Tenant Income	
4195 · Event Income	
4186 · PSSC Lease	
4180 · Tenant Income - Other	
Total 4180 · Tenant Income	\$ 134,200.00
4200 · Sales Income	575,000.00
Total 4200 · Sales Income	\$ 575,000.00
Total Income	\$ 810,900.00

Includes \$3,200 from the Club



PROPOSED BUDGET

10/1/16 - 9/30/17

	Budget 2016-17	
Cost of Goods Sold		
5400 · Project COGS		
5401 · Restricted Projects		
5405 · Camperships-Cross	16,000.00	
5406 · Camperships-Member Funded	16,000.00	
5448 · Haiti Nursing Foundation	20,000.00	
5480 · Mott Pot	2,000.00	
5494 · Scholarships-Cross	16,500.00	
5493 · Scholarships-Smith/Gray	2,000.00	
5490 · Scholarships-Member Funded	12,500.00	
Total 5401 · Restricted Projects	\$ 85,000.00	
5402 · Unrestricted Projects		
5403 · Other Projects		
5432 · Golf Outing Expense	5,000.00	
5410 · Kiwanis-Funded		
5433 · Grant Policy Committee	3,200.00	Corresponds to 4101 funds from Club
5404 · Ann Arbor Senior Center	0.00	
5408 · Children & Youth	0.00	
5412 · Community Services	0.00	
5434 · Grant Policy Reserve	0.00	
5435 · Grant Process	0.00	
5436 · Greater Years	0.00	
5440 · Grocery Cards	0.00	
5452 · Human Spiritual Values	0.00	
5456 · International Relations	0.00	
5464 · Key Leader & Law Academy	0.00	
5468 · Kids Against Hunger	0.00	
5472 · Meals on Wheels	2,500.00	
5484 · Police Academy	0.00	
5407 · Camperships -Kiwanis Funded	0.00	
5460 · K-Family Programs	5,000.00	
5474 · Member Grants	0.00	
5476 · Mott Dinners	500.00	
5492 · Scholarships-Kiwanis Funded	9,000.00	
5491 · Scholarships Luncheon	0.00	
5500 · Kiwanis Foundation Donations		
5540 · Kiwanis of Michigan Foundation	8,000.00	
5530 · Kiwanis Michigan District	500.00	
5510 · Kiwanis International Fdn.	1,200.00	
Total 5402 · Unrestricted Projects	\$ 31,700.00	
Total 5400 · Project COGS	\$ 116,700.00	



PROPOSED BUDGET

10/1/16 - 9/30/17

	Budget 2016-17
5300 · Sales COGS	
5301 · Advertising-Public Relations	15,000.00
5302 · Contract Labor	0.00
5306 · Employee Gifts	1,000.00
5315 · Miscellaneous COGS	1,500.00
5317 · Parking	10,000.00
5330 · Sale Luncheons	1,000.00
5345 · Sale Supplies	17,500.00
5350 · Sales Tax	33,000.00
5351 · Security	1,000.00
5352 · Telephone - Cell Phones	2,000.00
5353 · Telephone - Office & Internet	4,500.00
5354 · Truck Expenses	
5355 · Repairs	4,500.00
5356 · Gasoline-Oil	4,000.00
5357 · Insurance-Trucks	5,500.00
5358 · License Plates	500.00
5354 · Truck Expenses - Other	0.00
Total 5354 · Truck Expenses	14,500.00
Total 5300 · Sales COGS	\$ 101,000.00
5200 · Sales COGS - Payroll Expense	
5255 · Personnel Screening	750.00
5212 · Sales Manager	45,000.00
5220 · Merchandise Staff	95,000.00
5245 · Taxes-Payroll-FICA/Medicare	9,200.00
5250 · Taxes-Payroll- FUTA/SUTA	4,000.00
Total 5200 · Sales COGS - Payroll Expense	\$ 153,950.00
Total COGS	\$ 371,650.00
Gross Profit	\$ 439,250.00



PROPOSED BUDGET

10/1/16 - 9/30/17

	Budget 2016-17
Expenses	
6070 · Bank Service Charges	150.00
6080 · Business Licenses and Permits	350.00
6109 · Computer Software	180.00
6129 · Dues and Subscriptions	850.00
6140 · Insurance	
6141 · Insurance-D & O	2,500.00
6146 · † Kiwanis D&O Ins	620.00
6142 · Insurance-Building	32,000.00
6147 · † Kiwanis Liability	2,015.00
6143 · Employee Dishonesty	275.00
6144 · Workers Comp	5,700.00
6145 · Flood	5,000.00
Total 6140 · Insurance	48,110.00
6208 · Building Maintenance	27,000.00
6212 · Building Supplies	2,000.00
6218 · Cleaning Service	20,000.00
6228 · Elevator Repairs	1,600.00
6230 · Guest Meals	2,300.00
6260 · Lawn Care	6,000.00
6264 · Snow Removal	13,200.00
6268 · Telephone/Internet/Website	950.00
6280 · Trash	9,600.00
6284 · Utilities	
6288 · Electric	58,000.00
6292 · Gas	18,800.00
6296 · Water	6,100.00
Total 6284 · Utilities	82,900.00
6315 · Interest Expense - LOC	15,000.00
6316 · Interest Expense - Mortgage	95,000.00
6326 · Janitorial Supplies Expense	1,000.00
6332 · Office Expense	500.00
6334 · Office Supplies	2,500.00
6340 · Payroll Expenses	
6341 · Secretary	5,000.00
6343 · Cleaning Staff	250.00
6344 · Executive Director	0.00
6345 · Facilities Manager	40,000.00
6348 · Payroll Taxes - FICA / Medicare	5,000.00
6349 · Payroll Taxes - FUTA / SUTA	2,000.00
6350 · Payroll Processing	1,200.00
Total 6340 · Payroll Expenses	53,450.00
6353 · Postage and Delivery	410.00
6354 · Printing and Reproduction	750.00



PROPOSED BUDGET

10/1/16 - 9/30/17

	Budget 2016-17
6355 · Professional Fees	
6356 · Accounting	16,800.00
6357 · Consulting	1,000.00
6358 · CPA	16,000.00
Total 6355 · Professional Fees	33,800.00
6372 · Taxes - Unrelated Income	5,000.00
6374 · Taxes - Property	25,000.00
Total Expense	\$ 447,600.00
Net Ordinary Income	\$ (8,350.00)
Other Income/Expense	
Other Income	
7050 · Vanguard Income	
7055 · Gain (Loss)	0.00
7050 · Vanguard Income - Other	0.00
Total 7050 · Vanguard Income	0.00
7010 · Miscellaneous Income	2,500.00
7200 · Interest Income	50.00
Total Other Income	\$ 2,550.00
Other Expense	
8100 · Tickets & Penalties	0.00
Total Other Expense	0.00
Net Other Income/Expense	2,550.00
Net Income	\$ (5,800.00)
<i>Less Principle Payments</i>	\$ (60,000.00)
TOTAL Cash Flow Net Income/(Loss)	\$ (65,800.00)

KIWANIS CLUB OF ANN ARBOR FOUNDATION, INC.
CAPITAL IMPROVEMENTS BUDGET
2016 - 2020

as of October 14, 2016

KCD		2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
A	New backflow installation (already paid \$7500) Wtg City timing		7,500			
B	New flooring for 4 bathrooms		5,000			
C	New lighting for 4 bathrooms		2,000			
D	New partitions for third floor bathrooms		2,000			
E	New elevator for front from first to second floor		75,000			
KCD TOTALS			\$ 91,500.00			

KCW		2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
1	Replace rooftop HVAC in NW area	14,000				
2	Three new dock doors for west dock	TBD	12,500			
3	New dock levelers (inc. prior pymt \$2,550)	TBD	23,500			
4	Two new truck ramps for west dock	Need bids	2,000			
5	Change electrical service to bldg.	Need bids	28,750			
6	Fire exit lights and exit door	Need bids	5,000			
7	Additional lights in 1100/1150	Need bids	34,000			
8	Epoxy floor in 1100/1150	Need bids	9,500			
	Misc. to open 1100/1150 - changing rooms, remove					
9	walls, central server, shelving, labor	Need bids	15,000			
10	Replace carpet in Executive Office Space #1000	Tenant reimb	20,000			
11	Misc to prepare 1200 for sorting/sales	Need bids	10,000			
12	Remodel bathrooms in second Sales area	Need bids	2,000			
13	Repair fire door between high bay and 1st Sales Room	Need bids	1,500			
14	Used hi-lo		20,000			
15	Lawn mower deck or a zero turn mower		10,000			
16	New road sign	Need bids		30,000		
17	Replace rusted outside doors in old maintenance room	Need bids		4,000		
18	New sidewalk on Staebler	Need bids		TBD		
19	Repair north driveway	Need bids		TBD		
20	Paint rest of exterior of building	Need bids		TBD		
21	New lighting in 1200	Need bids		TBD		
22	Replace Roofs	Need bids				250,000
23	New high efficiency lights for east sales floor	Need bids				TBD

KCW TOTALS	\$164,250.00	\$ 43,500.00	\$ 34,000.00	\$ -	\$250,000.00
	To open new KCW sales space		New sign when outlot sold		

(F)



From: **J. Talcott** talcoj@yahoo.com
Subject: **Honorary Members & Honored Volunteers for 2016-17**
Date: **October 17, 2016 at 2:31 PM**
To: **Alan Burg** alan.burg@me.com

The Honorary Members Selection Committee respectfully, albeit belatedly, requests Board approval of the following, as prescribed in the Manual.

HONORARY MEMBERS: Ralph Maten, Glenda Maten, Mary Strand Danforth, Raymond A. Detter, Laurita Thomas.

HONORED VOLUNTEERS: Arno Buhner, Carl Dailey, Jim Danforth, Muriel Frederick.

Respectfully,
Jana Talcott, Chair
Honorary Members Selection Committee