



*"To comfort our community by providing a warm meal to those in need"*

[www.ReFuelWashougal.org](http://www.ReFuelWashougal.org)

**Board Minutes  
4/20/2021**

Robert Barber, Board Chairman, called the meeting to order at 3:35 pm. The meeting was held virtually.

**Attendance**

Board Position	Name	Present	Call in
Board Chair	Robert Barber	X	X
Board Co-Chair	Ann Stevens	X	X
City Liaison	Rose Jewell	X	X
Treasurer	Niquie Love	X	X
Secretary	Leann Wilkins	X	X
Board Member	Fran Whitmeyer	X	X
Board Member	Traci Tingley	X	X
Board Member	Open		
Margaret McCarthy	Board Advisor	X	X
Guest(s)	Angela Hancock	X	X
	Anastasia (Tia) Billings	X	X

**Special Guests**

Angela Hancock and Anastasia (Tia) Billings were nominees for the open board position. They were invited to April's meeting to introduce themselves and share why they would like to be a part of the ReFuel Board.

Tia

- Likes to deliver food and goods, to help fill local needs and provide human connections that are lacking since the pandemic.
- Lived in Hawaii, spent time in Alaska. Has been in Washougal for 3 years.
- Learned about ReFuel through community events, and signage about homelessness/car camping.
- Has developed a strong support system for her family in Washougal.
- Wants to be part of ReFuel to help community on another level, ie with the Severe Weather Shelter.

Angela

- Lifelong civil servant, currently:
  - Washougal School Board
  - Unite! Washougal
  - West Columbia Gorge Humane Society

- Alzheimer's auction group
- Boosters for local schools
- Learned about ReFuel through Leann, serving a Friday meal. Enjoyed experiencing the dining room.
- Shared goals with most of the board, understands the importance of building strong community.

### **Approval of Previous Meeting Minutes**

March meeting minutes were distributed to the board via email prior to the meeting. No changes were requested. March meeting minutes were approved by the board.

### **Treasurer's Financials Report (Niquie)**

Current bank account balance is \$36,366.24

- Still pending \$1000 donation from Good Shepherd Lutheran Church for Severe Weather Shelter.

Other:

- Niquie will research an old PayPal account with single, recurring donor.
  - Account is linked to Tamara.
  - Niquie will reach out to donor and provide updated donation information.
- Taxes have been filed for 2020.
- Niquie will send updated financial reports soon.

### **Unite! Washougal – Sector Rep**

Margaret presented information on Unite! Washougal:

- Origins
- Mission
- Current initiatives

Unite! Washougal has a 5-year DFC (drug free communities) grant which is up for renewal.

- As part of grant terms, must develop a partnership with different sectors of the community.
- Would like ReFuel to send a representative as part of the civic/volunteer sector.

Requisites:

- Sector rep attends quarterly meetings.
  - Bring ideas
  - Act as liaison
  - Partner on projects
- Enter into DFC agreement within a week.

Rose made motion for ReFuel to become a sector rep in the grant coalition. Fran seconded. Motion passed. Board agreed that ReFuel's sector rep is not required to be on the ReFuel board.

Margaret will send DFC agreement to Leann for review. Board will assign Sector Rep role at a later date.

**Impact CW**

Impact CW will be hosting another (hybrid) event to benefit recipients of free and reduced lunch programs in Camas Washougal school districts.

- Socially distanced volunteers will assemble food boxes, will be distributed via schools.
- Food boxes will contain “golden ticket” redeemable for \$25 at Safeway.
- Packages being prepared June 6<sup>th</sup> and delivered June 7<sup>th</sup>.

Bob requests ReFuel donation. Ann and Rose propose \$1000, Fran supported. Leann mentioned concern about maintaining reserves if City of Washougal funding went away.

Bob proposed we host a donation drive to our supporters. Ann made motion to adopt, Leann seconded. Motion carried.

- Ann will promote donation drive on social media.
- Board approved up to \$500 of budget to supplement donation drive if needed.
- Donation drive deadline: May 20<sup>th</sup>

Rose suggested that Impact CW touch base with Treasure House (Nancy Wilson) for excess food bank goods, to add to event.

**Action Items (Leann)**

Leann presented outstanding action items from previous meetings, for group to review and receive status updates.

Completed Action Items	Assigned to
Insurance invoice for treasurer records	Bob
Online volunteer schedule	Leann
Community thank you's for February Winter Event on media channels	Leann/Ann
File taxes Form 990 for ReFuel	Niquie
Research donations (matching, old PayPal account) with Tamara	Niquie
Deposit Community Grant check	Niquie
Create Shed Inventory	Traci
Invitation to board nominees for open board seats	Leann
Presentation at Lion's Club	Ann
Thank you flowers to Best Western and Rama Inn	Bob/Rose

Updates on Outstanding Action item	Assigned to
Research whether insurance covers potential costs of indemnifying ReFuel agents (bylaw Article 6)	Bob

*Update: Insurance has been renewed for upcoming year – liability only. Bob will send policy to Leann. Additional coverage for indemnifying agents - still pending*

All other Action Items remain outstanding.

**New Business**

Officers and next year’s positions

- Board discussion about nominees: 5/4 from 3:30 – 4:00.
- Discussion of position options: open board position, board advisor, kitchen facilitator.
- Next year’s position assignments will be discussed during June 1 meeting.
- Leann will follow up with Angela and Tia.

Reminder about food bank tour this Friday 4/23 at 10:00 am.

Discussion about dog food donations

- Donor who drops off pet food often does not pick up leftovers at the end of the day.
- Reminder to groups that if there is leftover pet food it needs to get thrown out or taken home by volunteers.

Ice machine update. Bob reminded board that ice machine will need to be connected to a water line.

- Traci will email the grant budget for ice machine.
- Traci will send to board the model that AJ picked out.
- Rose will research water line with City facilities.
  - City will pay, ReFuel will reimburse.

**Meeting adjourned at 5:11 pm.**

*Next meeting  
Date May 4, 2021 @ 3:30  
Location: Zoom*

**Respectfully submitted by Leann Wilkins, Secretary**