

BLUE MOUNTAIN HUMAN ASSOCIATION (BMHA)

SPECIAL BOARD MEETING MINUTES: December 14, 2023

Call to Order:

By: Brianna Troutman

At: 7:06 p.m.

President

V.P./Treasurer



1. *Introductions: Board and all members present –*

Secretary Steph Hansen, Board Member Bob Lee, President Brianna Troutman. Lani Jones, BMHA Dog Program Director

Prospective Board Members: Lisa Hayes, Jennifer Hampton, Leslie Hasse, Connie Voelz

2. *Review minutes: Motion to approve Board Meeting Minutes submitted by Lisa Hayes from 12/11/23 “as submitted”*

a. By Steph Hansen, Seconded by Bob Lee

b. Discussion – No discussion, motion carried

3. *Treasurer’s Report: No Treasurer Report*

4. *Old Business:*

- *Past Board Meeting Minutes*
 - *Hansen stated that she will get the past Board Meeting Minutes to Troutman next week.*
- *On boarding new board members*
 - *Hansen moved to add Jennifer Hampton as a new BMHA Board Member effective immediately. Lee seconded and the motion carried.*
 - *Lee moved to add Connie Voelz as a new BMHA Board Member effective immediately. Hansen seconded and the motion carried.*
 - *Hansen moved to add Lisa Hayes as a new BMHA Board Member effective immediately. Lee seconded and the motion carried.*
 - *Hansen moved to add Leslie Hasse as a new BMHA Board Member effective immediately. Troutman seconded and the motion carried.*

WELCOME NEW BOARD MEMBERS– Hampton, Voelz,, Hayes, Hasse
- *Accepting resignations of Secretary Steph Hansen and Treasurer Kim Reece effective 1/1/2024*
 - *The board unanimously accepted the resignation of Secretary Steph Hansen as BMHA Secretary and Board Member effective at the conclusion of this meeting. Hansen still wants to be an active volunteer at the shelter and possibly rejoin the board later.*
 - *The board unanimously accepted the resignation of Treasurer Kim Reece as BMHA Treasurer and Board Member effective 1/1/2024.*

5. *New Business:*

- *Electing new Treasurer*
 - *Hansen nominated Leslie Hasse to be the new BMHA Board Treasurer effective 1/1/2024. Lee seconded and the motion carried. Reece and Hasse will work together on the transition. HASSE WILL NEED TO BE ADDED TO BMHA ACCOUNTS AND WILL HAVE SIGNATURE AUTHORITY EFFECTIVE 1/1/2024.*

- *Electing new Secretary*
 - *Troutman nominated Lisa Hayes to be the new BMHA Board Secretary effective at the conclusion of this meeting. Hansen seconded and the motion carried.*
- *Staff Christmas Gifts*
 - *Troutman proposed that the staff receive a Christmas Bonus/Gift. Discussion was had with Hayes asking how many full time and part time employees there are and how many hours they work. Currently there are 2 full time workers and 3 part time workers. Hampton asked if this has been done in the past. Troutman stated that previous bonuses were based on longevity. Hansen motioned to give the 2 full time workers \$200 each and the 3 part time workers \$100 each. Lee seconded and the motion carried unanimously. Troutman will work the Reece to have separate checks and cards for the employees.*
- *Holiday Pay for Staff who work Christmas and New Year's Day*
 - *Discussion was had regarding paying staff who work on the holidays time and a half. After discussion it was determined that time and a half will be paid for staff that works on Christmas Day and New Year's Day. Troutman motioned, Hayes seconded and the motion carried unanimously.*
- *Set Board Meeting Day of the Month*
 - *Hayes proposed to have Board Meetings the 2nd Monday of every month at 7:00 pm starting with January 8, 2024 being the first meeting. After discussion, it was unanimously approved to hold monthly BMHA Board Meetings the 2nd Monday of every month at the Sub Shop in La Grande at 7:00 pm. It is preferred to be in person but if necessary a ZOOM link can be provided.*

6. *Good of the Order:*

- *Need to create a new text thread with the new board members.*
- *Lani Jones to update the Slack App and add new board members and delete old ones.*
- *Jones will look into getting new board members access to the BMHA email.*
- *Our domain website platform has expired, this affects our ability to edit the website. Troutman and Jones are working on it.*
- *Need to update employee handbook.*
- *We are getting weekly donations from Bi-Mart.*
- *Patty offered to help keeping our website up to date. Hampton also said she can help with this as well.*
- *Lee will provide a list of suggestions he has to reinvigorate BMHA.*

NEXT MEETING IS MONDAY, JANUARY 8, 2023 AT 7:58 PM AT THE SUB SHOP

Meeting adjourned at: 7:58 p.m.

Ben Troutman — Board President