

# ANNUAL BOARD MEETING

East Hampton Neighborhood House Associates, Inc.

June 18, 1997

President Mike Helm called meeting to order at 4:45 p.m.

Members present were:

<u>Board</u>	<u>Advisors</u>	<u>Staff</u>
Mike Helm	Beverly Diechert	Lynn Allen
Barry Collum	Sandy Jackson	Penny Benbenek
Pat Kyle		Frances Graham
Pat Mercer		

Lacking a quorum of directors, it was decided to delay the annual meeting until July.

Due to the press of business, a motion was made and accepted to forego the reading of the minutes.

Frances Graham described a typical day for the nursery group. See attached report. There are 16 children signed up for next season.

- Penny Benbenek gave the House report. See attached report. She requested permission to get quotes for refinishing the floors. So moved.

The fire inspector suggested testing the stove fuel tank and it was determined we needed a new one. Also, we need an exterior fire extinguisher for the three sheds. See attached report.

- Lynn Allen presented the Treasurer's report. See attached report.
  - General expenses were lower this year
  - A rough draft for an appeal letter is being written
- Mike Helm presented the investment report. Our portfolio is valued at \$451,639.29, up \$26,442.75. See attached reports.
- Motion to adjourn at 5:20 p.m.

East Hampton Neighborhood House Association, Inc.  
Treasurer's Report - Annual Meeting - June 18, 1997

Checking Account Balance: \$924.12  
Savings Account Balance: \$540.29

Appeal Letter: 5584.71 (includes expenses)  
Donations: 600.00  
Golf Tournament: \$19,759.00 (includes expenses)  
Hall Use: 14,200.00  
Nursery Group: 23,547.45  
In Memory of Margaret Starke: 275.00

Transfers from Oppenhiemer: \$28,200.00 This reflects an increase over last year's 24,000.00 but was used to supplement added expenses in renovations.

Overall our general expenses were lower this year: Appeal letter, Golf Tournament, Office equipment and supplies, payroll expenses, telephone and utilities. Increases were in Repairs due to the renovations, and Insurance.

Overall income was less than last year due to Playgroup, appeal letter, and general donations, however income derived from Golf Tournament and Hall Use reflected increases.

A rough draft of this years Appeal letter is here for your review. With your approval, work can go forward and the letter should be in the mail in early July. Our mailing list has 4139 names in it, we are evaluating this list at present to lower the cost of the letter.

Work is ongoing for a brochure to provide information about our facilities and improve our image with the general public.

I have enjoyed the past year serving as your Treasurer and I look forward to the coming year. However, I respectfully request an increase in salary to \$150.00 per month, the increase of \$25.00 would help offset the costs of providing this service for you.

**Respectfully Submitted,**



**Lynn Allen,  
Treasurer**