



# Shadybrook Annual Meeting

## March 21, 2021

### Meeting Minutes

**Attendees:** Chairperson Nancy Herrick, Carla Durnbaugh, Linda Durnbaugh, Lynne Hansen, Dave Hiscott, Susan Hiscott, Laura Imbornoni, Steve Imbornoni, Diane Kopp, Jane Kukula, Christa Luck, Kathryn Richards, Sharon Vrettas, Dean Williams

**Staff Attendees:** Devon Schroeck, Operations and Program Coordinator; Michelle Hudson, Administrative Coordinator

**Meeting convened:** 2:11 P.M. (via Zoom). Secretary Diane Kopp read the roll call of members.

**Minutes:** Due to the COVID-19 pandemic the last year's Annual Membership Meeting scheduled for March 15, 2020 was cancelled. Secretary Diane Kopp reported that the 2019 Annual Membership Meeting minutes, all committee reports, the slate of Officers and Board of Trustees as proposed by the Nominating Committee, and the 2020 proposed budget were mailed to the membership. A postcard ballot was included in the package for voting and a quorum was met. The 2020 budget was voted on and approved as well as the slate of Officers and Trustees for the term 2020-2022. The Nominating Committee was also voted on and approved for the year 2020-2021.

**Chair Report:** Nancy Herrick thanked Dave Hiscott for his contributions while serving as Trustee. Shadybrook's accomplishments during 2020 were reviewed, with emphasis on the challenges and subsequent successes dealing with programming from live to virtual presentations. She also reflected on the strengths, adaptability and flexibility of the Board of Trustees and staff during the COVID-19 pandemic. A request was made that interested members consider joining the Board of Trustees.

**Treasurer/Financial Report:** Nancy Herrick reviewed the proposed 2021 budget that was submitted by Treasurer Dean Williams. This included the introduction of a Scholarship Fund. Shadybrook received three grants linked to the pandemic amounting to \$11,506. Our expenses were less than budgeted while our income exceeded the budgeted amount specified in the 2020 budget. The 2021 budget is based on an annual decrease of \$12,750 from our portfolio of assets.

*A motion to approve the 2021 budget as recommended by the Board of Trustees was made by Sharon Vrettas, Dave Hiscott seconded the motion and it passed unanimously.*

**Asset Management Committee Report:** Laura Imbornoni reported that Shadybrook had a good year despite the pandemic. Manning & Napier, the asset management firm, whose expertise lies in managing funds during economic crises, provided the best outcome for us showing an annual net gain of \$70,147. As of December 31, 2020, our portfolio consisted of 56.62% invested in stocks, 41.36% invested in bonds, and the remainder of 2.02% in cash.

**Programming Report:** Devon Schroeck reported that Shadybrook had a successful year despite the pandemic. She reviewed the year including the start-up of virtual online programming via Zoom. The number of programs offered during 2020 doubled from 2019. A successful partnership with River's Edge was initiated pulling together resources including program offerings and contacts. To stay in touch with current and upcoming programs, Devon suggested signing up for Shadybrook's newsletters as well as visiting our website. In the future, Shadybrook's programs will be hybrid in nature, both online and in-house. She encouraged members to volunteer as program hosts, join the Program Committee and/or recommend programs and presenters.

**Program Committee Report:** Sharon Vrettas reported that this committee supports Devon with marketing, programs and program administration. Duties of both online and in-house hosts were presented.

**Membership/Administrative Report:** Michelle Hudson reported that Shadybrook has 48 active members including 15 new members. The entire membership will be mailed a packet of the 2021 Annual Membership Meeting including the minutes, approved budget, all reports and a membership roster. Please review the roster for correctness.

**Membership Committee Report:** Laura Imbornoni reported that due to the pandemic all social events were held on Zoom, including the summer solstice. To support members, this committee sends sympathy, get well and celebratory cards. A membership blog was created as part of the website and all submissions are to be sent to Devon. Laura is coordinating the new Scholarship Committee, and those interested in joining that committee are to contact her.

**New Business:** Nancy Herrick honored Dean Williams for his many contributions, accomplishments and 11 years of service in growing Shadybrook's programming and recognition throughout the community. His generosity of time and his expertise with regards to the office of Treasurer has been immeasurable. In deep gratitude for Dean's invaluable service to Shadybrook, a \$200 donation was gifted in his name to Crooked River Zen Center where he is Sensei.

The Elections of Officers and Nominating Committee were held. Diane Kopp was proposed by the Board of Trustees to serve as Secretary for the term 2021 to 2023. The proposed Nominating Committee was comprised of Sharon Vrettas, Chair, Diane Kopp, Trustee and Jane Kukula, Member.

*Steve Imbornoni moved that Diane Kopp be elected to serve as Secretary of the Board of Trustees for the term 2021 to 2023, Jane Kukula seconded the motion and it passed unanimously.*

*Laura Imbornoni moved to accept all three members for the Nominating Committee as proposed by the Board of Trustees for the year 2021 to 2022, Sharon Vrettas seconded the motion and it passed unanimously.*

*Dave Hiscott moved to adjourn the business portion of the meeting, Diane Kopp seconded the motion and it passed unanimously.*

**Meeting adjourned:** 3.34 P.M.

Vernal Equinox celebration followed.

Respectfully submitted,

Diane Kopp, Secretary