

FWPL, Inc. Board Meeting and Work Session Minutes for December 31, 2016

Board Meeting was called to order at 10:35 AM by Chairman Stuart Leven. Directors Present: Roger Skinner, Jo Skinner, Richard Clever, Roy Teixeira, Ed Jarvis, Nestor Nunez. A quorum was recognized. Guests Present: Judy Jarvis and David McNamee.

Motion made by Nestor and seconded by Ed (passed 6 -0-1 abstained) to approve the Minutes of the Board Meeting 12-17-2016.

Treasurer's Report: Most of 2016 funds have been received – a few donation checks are in transit. The 2016 books will stay open to receive and book the checks in the correct year.

The PayPal option does not appear on our web site – referred to Roy to contact web master Dave Moore.

Property tax letter received from Santa Clara County – _____ will respond to the letter.

Nestor asked for access to review the State Non-Profit filings to bring the financial records up to date.

Motion made by Nestor and seconded by Ed (passed 6-1) to open a Post Office Box in Redwood City. Roy was assigned to open the box.

Motion made by Nestor and seconded by Jo (passed 7-0) to affirm the By-Laws presented 12-17-2016 and cosmetic changes made and presented 12-31-2016.

Motion made by Nestor and seconded by Jo (passed 7-0) to affirm the Conflict of Interest Policy presented 12-31-2016. All Directors and Officers present signed the document.

Motion made by Jo and seconded by Nestor (passed 7-0) to affirm the Document Retention and Destruction Policy presented 12-31-2016.

Roy Teixeira appointed without objection to supervise the tech person (Dave Moore). He will contact Dave Moore to establish 12 dummy email accounts on our web site so that Directors and Officers do not have to expose their personal email accounts.

Request by Nestor to receive average monthly hours worked on FWPL, Inc. business from each Director on the roster for tax years 2013, 2014 and 2015. Motion made by Nestor and seconded by Ed (passed 7-0) to approve the IRS forms 990 and attachments for 2013, 2014 and 2015 presented 12-31-2016, pending receipt of the hours data and further updates to the "Declaration of the Chairman."

Roger reported that the Board received a quote of \$1821 for \$300,000 liability insurance. Motion made by Jo and seconded by Nestor (passed 6-1) to accept the quote and pay monthly.

Board Meeting adjourned at 11:51 AM.

David McNamee, Temporary Recorder