**2021 Board of Directors
Meeting Minutes**

**Meeting Date:** December 14, 2021 **Start Time:** 1:30 PM

**Location:** OIB Town Hall

**Attendees:** Wendy Hughes, Parker Cole, Mark Robertson, Ida Moon, Deb Allen, Mike Wade, Scott Outlaw

**Agenda:** Call to Order

Approve Agenda

Opening Comments

Approve Minutes From Nov Meeting

Financial Report

Action Team  Reports

     Membership

     Discount Cards

OLD BUSINESS

Super Saturday Recap

LNT

NEW BUSINESS

Approve 2022 Budget

2022 Meeting Schedule

2022 Event Schedule

Adjourn

**Call to Order:** Secretary Scott Outlaw called the meeting to order at **1:30 PM**.

1. Election of Officers: Due to the fact that some of the members newly elected to the OIPOA BOD and some sitting members were not in Town at the Annual Meeting, the election of officers was delayed to the start of this meeting. The following are the officers for the year 2021.

Motion made by Ida Moon (1st) and seconded by Deb Allen (2nd) to elect Mark Robertson as President. Motion passed and was unanimous.

Motion made by Ida Moon (1st) and seconded by Deb Allen (2nd) to elect Parker Cole as Vice President**.** Motion passed and was unanimous.

Motion made by Deb Allen (1st) and seconded by Wendy Hughes (2nd) to elect Mike Wade as Treasurer. Motion passed and was unanimous.

Motion made by Mark Robertson (1st) and seconded by Deb Allen (2nd) to elect Scott Outlaw as Secretary. Motion passed and was unanimous.

The 2021 OIPOA BOD Officers are:

 President: Mark Robertson

 Vice President: Parker Cole

 Treasurer: Mike Wade

 Secretary: Scott Outlaw

It was agreed that all four officers would get on the signature card at the bank. Additionally, it was decided among the Board that with four people on the signature that it would become the policy of this Board that none of the officers would sign a check that was made out to themselves as a reimbursement for expenses occurred in the service to the OIPOA. This is NOT a requirement of the bylaws, but is the desire of this year’s Board.

1. **Opening Comments:** Mark stated to the entire Board of the invaluable resource Ida Moon is as she has served this Board since it’s beginning. Deb Allen stated through hers and others research that the OIPOA has been doing the Christmas Parade for Ocean Isle Beach for 30 years. Wendy stated as an after-action item for the Christmas Parade is that we have to ensure there is a Santa Claus. This year the OIPOA thought that the Santa the Town was using at their events was also doing the Christmas Parade.
2. **Approve Meeting Minutes**: Scott presented the meeting minutes from the November 9, 2021 BOD meeting. He received comments from Wendy Hughes and Parker Cole to amend some grammatical errors before the issuance of these minutes. Wendy Hughes (1st) made a motion to accept the minutes with the changes. Deb Allen (2nd) seconded the motion. Motion passed unanimously.
3. **Financial Report:** Mark stated that there were no new financial items or reports since the Super Saturday (Annual Meeting).
4. **Membership and Discount Cards Action Team:** Wendy updated the BOD on memberships and discount cards. She has created a new membership form to include a line for a phone number and email address. We ask all members to include a phone number and email address and complete information in case there are troubles in processing their forms. Wendy stated that some businesses fell off of the discount card this year as they had gone out of business, changed ownership, or felt they did not get enough traffic from members using the card. She also said that she is replacing some of the businesses that dropped off the card with new businesses. There will be approximately 76 businesses that will participate on the discount card this year. The membership forms will be finalized and sent out in January. A digital copy will be uploaded on the OIPOA website and will be available for download from there. We ask that all members that pay with a check or through PayPal, fill out a form so that we can ensure that they receive their membership cards. All members of the BOD will assist Wendy with the processing of the applications and discount card mailing.
5. **Super Saturday Recap:** Mark stated that the annual meeting was poorly attended. Two amendments to the bylaws were passed at the annual meeting. The two amendments stated that the term “committee” would be replaced with the term “action team” throughout the document. Also, an amendment that would allow the BOD to continue operation with fewer than 9 members was passed if that situation arises. The BOD complimented Ida on her work in conjunction of producing the Christmas Parade this year. Ida said she made a mistake in not inviting the Mayor or the Town Commissioners to participate in the Christmas Parade. She assumed that they knew they were automatically invited. Ida stated that she thought the Caroling in which the OIPOA hired the DJ was good. Ida said she thought the hot chocolate did not go well as there were problems with power for the coffee pots and running out of hot chocolate. Ida reported that Lowes Grocery store donated 100 cookies for the Cookies with Santa event. Ida recapped how Union Elementary’s students created all the Christmas Ornaments out of oyster shells for the OIPOA tree at the Festival of Trees. She also stated that Dominoes Pizza donated 15 pizzas that Wendy delivered to the students at Union Elementary that made the ornaments.
6. **2022 Budget:** Mark presented the 2022 budgetthat had been proposed at the Annual Meeting. Mike reviewed some of the line items and asked some questions which Mark and other board members answered. Parker Cole (1st) made a motion to accept the 2022 budget. Deb Allen (2nd) seconded the motion. The motion passed unanimously.
7. **2022 Meeting Schedule:** It was agreed that the standard meeting schedule would not work for many members of the board. It was discussed and decided that the OIPOA Board of directors planned to hold the board meetings on the first Wednesday of the month at 4PM on these currently scheduled dates. Meeting locations will be determined by the President depending on available locations.
8. Wednesday January, 5th
9. Wednesday April, 6th
10. Wednesday June, 1st
11. Wednesday September,7th
12. Wednesday November, 2nd
13. Wednesday December, 7th
14. Super Saturday will be Saturday, November 26th
15. **2022 Event Schedule:** The following events were scheduled for 2022.
16. Kite Day: Saturday April, 16th (Easter Weekend) Time to be coordinated with Museum’s Family Day
17. July 4th Parade: Monday July, 4th at 10AM with approval of parade permit
18. Town Employee Luncheon: Ida to coordinate with Daisy Ivey to have in early October.
19. Christmas Parade: Saturday Novenber, 26th
20. A Putt-Putt Tournament to benefit local non-profit organizations (TBD)

Other Events to come

Action Teams

Kite Day: Gayle Hughes, Ida Moon, Wendy Hughes

Putt-Putt: Scott Outlaw, Wendy Hughes

4th of July Parade: Ida Moon (Chair), all other members of the Board are included

Super Saturday: Ida Moon (Chair), all other members of the Board are included

Christmas Parade: Ida Moon (Chair), all other members of the Board are included

Town Luncheon: Ida Moon (Chair), all other members of the Board are included

Membership: Wendy Hughes (Chair)

Website: Parker Cole (Chair)

Social Media: Deb Allen (Chair)

Leave No Trace: Leigh Simmons (Chair)

1. **Adjourn:** Motion to adjourn the meeting was made at **3:15 PM** 1st by **Scott Outlaw;** 2nd by **Deb Allen.** Motion passed unanimously.

*Minutes recorded by Scott Outlaw, Secretary*