

**KOA OA Disaster Relief Fund
Trustee Board Meeting Minutes
November 23, 2020
2:00 PM EST**



1. **Call to Order:** 2:01 pm EST meeting started by Chairman/President, Greg Batts
2. **Roll Call:**
 - a. John T. Baker II, Austin East KOA Holiday, #43-251
 - b. Richard Marcoux - Mallorytown KOA 55208
 - c. Tim Cartmell – Honesdale/Poconos KOA # 38184
 - d. Homer Staves – Whitefish/Kalispell N KOA #26161
 - e. Oscar Carranza – Twin Falls/Jerome #12109
 - f. Greg Query – Estes Park KOA #38112
 - g. Greg Batts – Kentucky Lakes/Prizer Point KOA #17146
 - h. Marshal Gray - San Angelo #43111
 - i. Tina Severson – KOA OA Office Staff, Ad-Hoc Secretary for this meeting
3. **Approval of Minutes from April 6 Teleconference (See copy attached)** – Homer motioned, Richard 2nd to approved, approved with no objections.
4. **Financial Report:** Oscar Carranza, Treasurer (See copies attached) – Profit and Loss statements currently come from QuickBooks, money collected from KOA OA Association – nothing has been transferred yet to DRF fund. Will be transferred into the proper account at the end of the year. Richard has some monies made payable to DRF from Canada; Oscar requested the amount by the end of the year; Tim motion to approve, 2nd by Richard, Approved with no objections.
5. **Old Business**
 - a. Tax Return for 2019 has been eFiled – yes, filed per Richard
 - b. Directors insurance coverage request has been submitted – Greg from Estes submitted information re: the coverage; Liability coverage as directors – application submitted and waiting to get figures back, \$2800 including Worker’s Comp, General Liability and Officers Liability. The OA insurance policy will not extend and the company wasn’t willing to extend, so that’s the point of the Directors Insurance Coverage. Greg feels he will get the pricing confirmed in the next two weeks. Greg asked the committee to approve \$3000 to be safe. Richard made motion to approve up to \$3000 for Directors Insurance to be executed by Greg Query on the KOA OA Directors behalf, 2nd by Homer. Approved with no objections.
6. **New Business**
 - a. Any loan/grant requests? None received.

- b. Oscar mentioned QuickBooks and the \$35/month payment to have that with such little activity. Richard asked that we keep it as it allows access to past data. If you take it offline, we would have no access to that past data/historical information. Oscar mentioned only information that's historical is only good as the information noted originally. Richard would like to just keep it one year to make sure it's all accurate. If we don't need them in the future, then cut the program out in one year. Print out everything else first. Group agreed to keep as is – no changes, so no motion necessary.

7. Election of New Board Members

- a. Richard Marcoux, President
 - b. Oscar Carranza, Treasurer
 - c. **Secretary, OPEN**
 - i. Greg, nominated to be Secretary and will fill both the KOA OA Board and this board as Secretary, stipulation is that he's off the FAC Committee
 - Motion for new board Members made by Tim Cartmell, 2nd by Marshal Gray, no objections, approved.
 - ***Later noted that the Secretary position, as its held by the KOA OA Board, not the DRF Board would need to be approved by that group. This nomination will be passed along to the Board for approval.***
 - d. Marshal Gray, Trustee
 - e. Homer Staves, Trustee
8. **Next Meeting Date:** Feb. 9th at 3 pm EST. KOA OA Office to send out Zoom link and calendar invite.
9. **Adjourn** – Tim motioned to adjourn, 2nd by Homer, all approved. Meeting adjourned at 2:23 pm EST.