

Minutes
Indianapolis Hiking Club
Date:20th February 2018

Present: Janet Cohen, Mervyn Cohen, Harold Crooks, Mike Khalil, Jackie King, Mary Ladd, Pat Lawler, Phil Smith, Chuck Turner, Kathy Whalen, Ed Wright, Karen Zimmerman.

President Jackie King called the meeting to order at 6:00pm at Haughville Branch Library.

Minutes The previously distributed corrected minutes of 16th January 2018 were approved.

Financial Report: Kathy Whalen reported that as of 2.20.18 our balance was \$16,294.91 and net worth was \$16,294.91. The financial February report was approved.

The Board also approved the January financial report and the comparison report of first quarter spending compared to budget.

Bills submitted for payment and approved by the Board were:

<u>Who</u>	<u>Total</u>	<u>Reason</u>
Barb Strite	\$6.70	Postage, (name badges & welcome packets)
Sally Sandman	\$377.72	Postage (Schedule+trailblazer+roster)

Mike Khalil reviewed the audit report that had previously been sent to the Board members. This report is attached as an addendum to these minutes. No problems were identified and the Board approved the report.

Committee Reports:

Membership

New members approved by the Board are;

Jennifer Aspy, Cheryl Conces, Dewy Conces, Sandra Nichols, Sara Wingate, Tim Wingate.

Reinstated members approved by the Board are;

Kathy Whalen reported that current membership is 521 compared to 530 last year.

Publicity

Pat Lawler reported a poor attendance at the booth at the Wayne Township health fair.

Mary Ladd reported good attendance and interest at the first weekend of the Sports Show at the fairgrounds

Phil Smith will be giving presentations at Dell Web, and the Fishers library.

Mary Ladd reports almost no interest from media outlets who have been sent our hike schedule.

Pathfinder

No report

Web master

No report

Electronic Media:

We have 1229 Facebook Likes and 161 Twitter followers

Social

The annual club picnic has been booked in Eagle Creek park for 28th July and the Holiday party for 2nd December

Conservation

Chuck Turner reported that we will continue to get recognition (free rental of picnic site) for work done on the Eagle Creek trails. We have agreed to continue to maintain the Coffey dam trail and will start to complete forms, available at the Discovery center, for monitoring trails for problems.

Installation of the bridge to the Boy Scout trail is scheduled to start later this month.

The park is planning a walkway across the causeway on 56th street, 2 new short handicap trails and a 7 mile trail on the west side.

Other Business

1. Board members decided on the distribution of \$1,500 that will be shared between several charities:
 - B & O Trail 100
 - Eagle creek foundation 500
 - Holliday Park 100
 - Hoosier Hikers council 140
 - Indiana parks alliance 125
 - Indianapolis cultural trail 50
 - Indiana forest alliance 275
 - Knobstone trails association 125
 - Mary Gray bird sanctuary 85

2. The Board approved the production of a special shirt to be given to a club member for hiking achievements.

New Business:

1. Replacement of Karen Zimmerman as the mileage coordinator. A small committee will be created to review and revise the job description for this position. Suggested members include Phil Smith, Ed Wright, Kathy Whalen Bob Hackenberg and Karen Zimmerman. An additional member with strong technology expertise will be sought.

Place and Time of Next Meeting: The next board meeting will be at Haughville Branch Library on 20th March 2018 at 6:00 pm.

The meeting adjourned at 7.25 pm.

Mervyn Cohen Secretary

Attachment 1: Audit report

Date: January 29, 2018

To: Indianapolis Hiking Club Board of Directors

From: Mike Khalil

Subject: Indianapolis Hiking Club Audit for 10/1/16 - 9/30/17

Recently I met with Marti Burton and Harold Crooks to complete the Indianapolis Hiking Club audit for the 2016-2017 fiscal year. This work consisted of matching expenses approved at each board meeting (as shown in the board minutes) to an actual receipt from a vendor. Marti, Harold, and I were able to reconcile all of the expenses without any discrepancies.

Separately from the meeting with Marti and Harold, I matched Kathy Whalen's handwritten accounting sheets, which are an itemized list of monies received and spent, to the following documents:

1. The financial statements presented at each board meeting.
2. The annual financial statement for the period 10/1/16 to 9/30/17.
3. Deposits and expenditures shown in the Club's monthly bank statements from Fifth Third Bank.

As a result of this work, we believe the monthly financial statements presented at the board meetings and for the club's fiscal year accurately represent the financial condition of the Club. However, it must be noted that our audit may not be consistent with that done by a professional accounting firm.

The audit was greatly assisted by having information maintained on the club's website. Having minutes from prior board meetings proved helpful when I needed to reconcile some of the transactions from early in the fiscal year. Without having to contact Kathy, I could view the minutes online to confirm various bills that were approved for payment. Having information online also provides a useful audit trail for things like awards which provide for waiver of membership dues.

I want to thank Kathy Whalen her assistance in completing the audit. The documents she gave me had enough detail to allow a reconciliation of all income and expenses. She also responded to several emails I sent her with questions about various transactions.

I want to also thank Marty and Harold for their assistance in completing this audit. During my meeting with them, they searched through Kathy's records to find the necessary items when I asked for a different document to match what was shown in the board minutes and financial statements. Thanks to their efficiency, and the organization of Kathy's records, the meeting took less than an hour.