

**Minutes Board Meeting
Indianapolis Hiking Club
June 20, 2017**

Present: Janet Cohen, Mervyn Cohen, Philip Coons, Harold Crooks, Mike Khalil, Jackie King, Narcissio Povinelli, Sally Sandman, Phil Smith, Ed Wright, Karen Zimmerman.

President Phil Smith - called the meeting to order at 6:00 pm at Westlane Middle School.

Minutes The previously distributed corrected minutes of 24th May were approved.

Financial Report: Karen Zimmerman reported for Kathy Whalen that as of 20th June 2017 our balance was \$13,214.30 and net worth was \$13,214.30. The financial report was approved.

Bills submitted for payment and approved by the Board were:

<u>Who</u>	<u>Total</u>	<u>Reason</u>
Sally Sandman	\$263.03	June/July schedule printing
	\$237.09	June/July schedule postage

Committee Reports:

Mileage and Membership

New members approved by the Board are;

None

Reinstated members approved by the Board are;

None

The current membership is 545 compared to 550 last year.

Publicity

None

Pathfinder

Starting next schedule preparation

Publications

None

Web master

None

Electronic Media:

We have 1139 Facebook Likes and 151 Twitter followers

Social

Preparation for the July picnic is complete. A Yahoo reminder will be sent out just before the gathering.

Conservation

The Boy Scout Trail bridge in Eagle Creek Park has been delayed and is now scheduled for completion in August.

Action Items

- A. 2015 – 2016 Financial audit report. This is attached. Mike Khalil reported that he conducted the audit with Marti Burton and Olga Hackenberg and that no discrepancies were identified.
- B. Insurance. Phil Smith reported that the next payment for our policies will be due in October. Payments are \$744 for professional liability for Officers and Board members, \$156 for “employment protection” and \$216 for business auto. He will review all our policies with the insurance company agent and report back to the Board next month.

Other Business:

- A. The Board discussed the vacant positions on the Hiking Club Board for 2017 – 2018.

Place and Time of Next Meeting:

The next board meeting will be at Westlane Middle School on 18th July 2017 at 6:00 pm.

The meeting adjourned at 6:50 pm.

Mervyn Cohen Secretary

Audit Report

Date: June 12, 2017
To: Indianapolis Hiking Club Board of Directors
From: Mike Khalil
Subject: Indianapolis Hiking Club Audit for 10/1/15 - 9/30/16

Last month I met with Marti Burton and Olga Hackenberg to complete the Indianapolis Hiking Audit for the 2015-2016 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. Because of difficulty scheduling a meeting for the three of us together, I met separately with Marti and Olga and went through the same procedure of reviewing expenses with each of them.

In addition to the meetings with Marti and Olga, 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. Deposits and expenditures shown in the Club's monthly bank statements from Fifth Third Bank.

Marti, Olga, and I were able to reconcile all of the items noted above without any discrepancies. We believe that, as a result of our work, the monthly financial statements presented at the board meetings 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.

I want to thank Kathy Whalen for providing everything needed to complete the audit. The documents she gave me had enough detail to allow us to reconcile all income and expenses.

I want to also than Marty and Olga for their assistance in completing this audit. During my meetings with each of 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, each meeting took less than an hour.