

Territory Tellers

Board Meeting Minutes

13 August 2016

East Lake Cumberland Presbyterian Church
700 SW 134th St.
Moore, OK

Board members present: Carmichael, Rosemay Czarski, Geeslin, Hardman, S. Kardaleff, Parker, Perkins, Rodgers, T. Saner, Smith, Thurman, Vail, Yeats

Board members absent: Baker, Parks

TT members present: Richard Czarski, Pat Kardaleff, Scott Saner

Agenda

- I. Call to order: 12:17 p.m. Presiding: **President Hardman**

- II. Minutes: Minutes of the *7 May 2016 Board Meeting* and the *9 July 2016 Board Meeting* were given to each Board member present, today, 13 August.
 - A. The following action was taken at the 9 July meeting: “***Motion by Saner to table approval*** of the 7 May meeting minutes ***until the next meeting as no copies were available for the members to review at the meeting; second by Rodgers; passed.***”

No action was taken on the 7 May meeting minutes.
 - B. Each Board member present on 13 August was given a copy of the 9 July meeting minutes.

No action was taken on the 9 July meeting minutes.

- III. Treasurer’s report: Copies of the *13 August 2016 Treasurer’s report* were given to each Board member present.

No action was taken on the *13 August 2016 Treasurer’s report*.

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IV. Festival Steering Committee Chair

Motion: To recess the Board Meeting for not more than 15 minutes to allow the Festival Steering Committee to convene and elect a Chair.

Moved by: **Kardaleff** Seconded: **T. Saner** **Passed.**

Start of Recess: 12:23 p.m.

Bonnie Smith is elected Chair of the 2017 FSC.

End of Recess: 12:29 p.m.

Motion: To resume the Board Meeting.

Moved by: **Kardaleff** Seconded: **Geeslin** **Passed.**

V. Cynthia Calloway's audit request & tax deductible amounts for Donors

A. **IRS 501c3 regulation:** "If the non-profit gave anything in exchange for a donation, the donor must have a written disclosure for any donation over \$75. The donor will only be allowed to report the donation for the amount over the value of goods or services received. In other words, if the donor gave \$100, but received a free massage worth \$50, she may only report a \$50 donation on her taxes."

([http://info.legal zoom.com/regulations-501c3-donations26056.html](http://info.legalzoom.com/regulations-501c3-donations26056.html))

B. **The problem:** Each of two donors was given a Souvenir Packet for their donation. If TT issued a written disclosure for the *entire* amount of each donor's gift, it would be a **deliberate** violation of the above IRS regulation that could have serious repercussions for TT.

C. **Possible solutions:**

1. First, subtract TT's *actual* cost of the Souvenir Packets from each donor's initial gift amount. Next, issue a written disclosures for the *residual* balance of each gift for each donor's tax deduction.

Or,

2. First, allow a *third* party to pay TT for the two Souvenir Packets. Next, issue a written disclosure for the *full* amount of each gift for each donor's tax deduction.

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V. Cynthia Calloway's audit request & tax deductible amounts for Donors (*continued*)

Motion: To have President Hardman ask Cynthia Calloway to pay for actual cost of the *collectible* items in the two Souvenir Packets to –

1. allow Dr. Michael McLeod and *Golden Chick* to receive written disclosures from TT for the *full* amount of their gifts;

and,

2. allow TT to remain in compliance with the IRS 501c3 regulation.

Moved by: **Rodgers**

Seconded: **T. Saner**

Passed.

VI. 15 October Board Meeting

Motion: That President Hardman contacts the Fishers to determine and confirm the time, and place of the 15 October 2016 Board Meeting.

Moved by: **Carmichael**

Seconded: **Rodgers**

Passed.

VII. **Motion:** To adjourn.

Moved by: **T. Saner**

Seconded: **Carmichael**

Passed.

Time: **12:53 p.m.**

Respectfully submitted,

Steve Kardaleff, TT Secretary *pro tempore*