

Nepenthe Outreach Committee Minutes
July 11, 2025
4:00 PM
Nepenthe Clubhouse

PRESENT:

Marcy Best, Chair
Bonnie Jacobson, Secretary
Gerry Gelfand
Jan Beale
Ann Bennett
Bill White
Theresa McCrackin
Tonaë Hasik
Ann Pasiuk
Dale Shaw
Maggie Reed

ABSENT:

Joan Barrett
Pat Furakawa
Lora Selvin
Cheryl Nelson, Board liaison

The meeting was called to order at 4:00PM by Marcy. She welcomed Dale Shaw and Maggie Reed as new members to the committee.

OLD BUSINESS:

4th of July parade—Bonnie reported that 73 tickets were sold and we grossed \$365. Committee members submitted event expenses which will be deducted from this total. Bonnie requested committee feedback which was recorded on the Event Recap form and will be kept in the Outreach Committee binder.

NEW BUSINESS:

Budget Recap—Marcy reported that she and Pat met with Cheryl and Nicole to discuss new accounting procedures for our committee. She explained that the HOA gives our committee \$100/month for expenses and this amount accrues until year's end when any unspent money is returned to Nepenthe's General Ledger. This money is separate from cash on hand which is generated from our events (ticket sales, etc). Going forward,

reimbursement for any event expenses over \$200 will be reimbursed from the GL account and amounts under \$200 will be reimbursed from cash on hand. Prioritizing use of the GL monies was emphasized to avoid losing it at year's end. She distributed written instructions for the reimbursement process. Also, going forward, Marcy said she or Pat will give a monthly Outreach financial report and this report will be attached to the meeting minutes that are submitted to the Board. Kathryn suggested the new format be revised and she was invited to submit alternate ideas.

Change of committee chair:

Marcy announced that she will be stepping down as chair at the end of June 2026. She asked members to consider who would like to become her co-chair this year so she can mentor that person to assume her role next July. She said a new chair would need to be approved by this committee, Board liaison, Cheryl, and the Board of Directors. The committee acknowledged Marcy for her year's of hard work and very effective leadership.

The meeting was adjourned by Marcy at 5:05PM.

Respectfully submitted,
Bonnie Jacobson, Secretary

There is no request for Board action at this time.

Next Outreach Committee meeting is August 13, 2025