Friends of the Otisville School, Inc.

Regular Meeting of the Board of Directors  
Thursday, May 12, 2016  
7:00 pm

Present: Bob Clouse, Chris Furman, Frank Ketcham, Mary Ann McDonough, Bill Michelitch, Alison Miller

Pre-Meeting Discussion and Overview

1. Bob Clouse gave all those in attendance copies of the new FOTOS bylaws, a copy of the filing receipt dated 4/9/16, and discussed the general creation of this non-profit organization and its aim.

Meeting Called to Order at 7:30 pm

New Business

1. Establishment of Board of Directors – It was determined that a larger, rather than smaller, board of directors would be preferable (12-15 members an ideal number). We will continue to ask other local residents who might be interested in serving on the board, including those residents who were active on the committee to explore options for the school over the last 2 years. *Note: board members do not have to be local residents.* A public official might be valuable to have.

The following people were named to the Board of Directors:

* 1. Chris Furman
  2. Frank Ketcham
  3. Bob Clouse
  4. Bill Michelitch
  5. Alison Miller

1. Appointment of Officers – The following people were named as officers of the FOTOS:
   1. President – Bob Clouse
   2. Vice-President – Chris Furman
   3. Secretary – Alison Miller
   4. Treasurer – Frank Ketcham
2. Review and Approval of the By-laws – Those in attendance reviewed the current by-laws. Among the issues discussed & determined:
   1. Regular board meetings will be held on the second Thursday of each month at 7:00 pm. Location TBD.
   2. Currently, a quorum will be considered 3 board members. (Will change as the size of the board grows)
   3. We would like to have a corporate seal/logo/letterhead designed in the near future.

Motion to accept the bylaws was made and passed at 8:09 pm.

1. Any necessary changes/ additions will be added to the bylaws by the President. The VP will scan the typed bylaws and create an electronic version.
2. Establishment of Advisory Committees
   1. We discussed the need for creating the following committees in the near future: Fund-Raising; Building & Grounds; Technology/IT; Planning & Development; Promotions & Outreach
3. Meeting with Town Supervisor – Bob will request a meeting with Chad Volpe to assess his position toward the public referendum and our group.
4. IRS 1023-EZ Form – must be filed ASAP to establish tax-exempt status (process can take up to several months). Any and all donations to this organization and cause will be welcome immediately.
5. Bank Account – Frank will apply for a FOTOS account at the local Otisville Hometown Bank.
6. Mailing Address – Bob will get a P.O. box at the Otisville Post Office for all FOTOS correspondence.
7. Other: We discussed doing more presentations sharing our Power Point and goals. Ideas for groups that would welcome us? Local churches, PTO groups, etc? We also discussed the need for more members, especially anyone local who has skills they might donate to help rehab the school/offer pro bono legal advice/create marketing materials/etc.

Next Meeting: Tuesday, June 7, 2016, at 7:00 pm in the Village Hall.

Meeting adjourned at 9:00 pm