

SCC conference call on January 4, 2019.

Present:

Myra Matejka
Jules Ofenbakh
Joseph Howe
Ed Wright
Carl Krambeck
Joe Gleason
Ed Juan

Meeting started at 8:05 pm.

Quarterly reports were not properly filed in 2018. Joe and Myra are completing Quarter 1 and Quarter 3. Quarter 2 was filed, Myra will go through it to make sure there are no errors. Joe will complete Quarter 4 which is due soon and will file it.

We have \$800 in fines for late filings. We received a notice on December 26, 2018, and we have 30 days to file a waiver. Joseph spoke with Megan Tooker and she informed him that she will recommend the reduction of the fine to \$100 but it does not mean it will happen. Other parties have professional accountants doing this work and the Election Ethics Board should be understanding.

Sarah Mitchell breached duty and trust. Joseph Howe put a motion to suspend Sarah from her Treasurer position. Ed Wright requested information as to who has access to the checking account (Myra and Sarah). Ed requested if the checking account is in order and Myra believes that it is. We have approximately \$4,007.

Ed Wright seconded the motion to suspend Sarah Mitchell. Myra would like to know how we go about notifying her about the suspension. Joseph Howe will text, voicemail, and Facebook message.

Myra inquired what happens in the event Sarah does not respond. Myra believes that due to the importance of the position, we need to notify her via certified mail.

Myra will look into the bank situation and assess whether she can remove Sarah without her presence. We need a deputy treasurer to take Sarah's place to appear with Myra in the bank physically to be added to the bank account.

Deputy treasurer can only be appointed by the officer himself/herself. We can, however, add an interim Treasurer.

Jules will be added to the account with Myra because of the officer status.

Discussion closed at 8:22.

Vote to remove Sarah Mitchell as Treasurer.

Ed Wright – yes
Ed Juan – yes

Myra – yes
Joe Gleason – yes
Carl Krambeck – yes
Jules Ofenbakh – yes

Motion passed unanimously.

The committee agreed to send a certified letter to Sarah. Additionally, Sarah shall be held liable for the fine and the invoice for the fine should be sent to her. Everyone agreed to hold on the fine until we know the exact amount.

Myra brought up a concern that Sarah is in possession of all of the old treasury reports from prior years that handed off to her by the previous treasurer. We will include the documentation request in the certified letter.

Joseph will reset Sarah's email password and will preserve the emails in the event they are needed for a future audit.

8:40 Joseph Howe moved to adjourn. Joe Gleason seconded. Meeting adjourned.