

JANUARY 2021 REPORT TO THE BOARD

As noted in July 2020, one of the directives for the officers of the lodge is to make reports in January and July. Considering the unusual and totally unpredictable year 2020 turned out to be, the Lodge Board of Directors has worked diligently to make many positive decisions through this COVID-19 year. As President of the Lodge, the following is my end-of-year report to the Lodge:

July 15, 2020 through January 15, 2021

1. Executive Committee had a meeting on July 21st in the Marine Room to ensure social distancing.
2. Board approved appointment of Alisha Anunson as Secretary for Laura McDonough and Helen Wytko for Brian Smith and Tracie Ward as Social Director when the three resigned from the board due to work conflicts.
3. Began review of Employee Disciplinary Counseling Procedure for HR files.
4. Trolls' Den reopened under Covid restrictions with 5 or fewer at a table and inside eating only for family members.
5. GoFundMe reported \$9,704 in donations.
6. Board agreed to Marine Room rental at Viking Room charge plus \$100 during COVID-19.
7. The Trolls' Den Advisory Committee reviewed and recommended revisions to the House Rules.
8. Board approved the Pricing Committee's recommendation for room rental increases and a meals worksheet.
9. Building Association had the new outside double doors to the Marine Room installed.
10. Tuesday and Friday night dinners began again in mid-July with curbside.
11. Executive Committee appointed Treasurer Jerry Block to update the locks/keys and codes throughout the lodge and distribute appropriately.
12. Many additional 2020 events were cancelled or postponed.
13. Members of LUC (Lodge Update Committee) refurbished the men's and women's rooms upstairs and the men's room in the downstairs hallway.
14. Amy Swenson agreed to help with a review of the current Quickbooks.
15. Ed Habecker, our federal tax accountant for 990s tendered his resignation.
16. WELP (Weddings, Events, and Lodging Promotion) Committee was started to promote our lodge and with it a suggestion to consider an Events Coordinator.

August

1. We had our first Zoom board meeting on August 4th.
2. With District 2 approval, temporary new member cards were approved for those applicants awaiting a lodge meeting to be voted into membership.
3. A review of QuickBooks was begun.
4. Jerry Block, Paul Anunson, and Amy Swenson were appointed to a Finance Committee to review and make a recommendation of lodge needs for tax preparation, payroll, and QuickBooks.
5. Co-Chair for Covid, Koleen Kelley, resigned that position.

6. Ashley Singer's appointment as Co-Chair of the COVID-19 regulations with Brian Smith was approved.
7. Lizbeth Doving was appointed Webmaster for the lodge.
8. New red chairs were received for the Marine Room foyer.
9. Tania Garberg redid the Wall of Presidents in the downstairs hallway.
10. Sunday Pancake Breakfasts were cancelled because of restrictions.
11. City of Poulsbo reduced the Lodging Tax Grant from \$10,000 to \$8,500.
12. The board approved submitting an application to the state to sell bottled wine in the Trolls' Den and received approval from the WSLCB.
13. The Trolls' Den received approval for WSLCB Alteration Plan and City of Poulsbo Summer Fair to use the lower and upper parking areas for additional seating/serving during the Covid restrictions.
14. Curbside pickup was added to Tuesday and Friday dinners.
15. Temporary Building Association Directors were appointed until they can be voted in at a lodge meeting.
16. Office Manager Vicky Spray's resignation was received on August 28th and her last day was September 1st.

September

1. Executive Committee meeting was held in the Viking Room on the 1st.
2. Board meeting was held in Viking Room and on Zoom on the 1st.
3. The first Zoom lodge meeting was held September 8th and our Past President, Shirl Nadeau Stowe, was in attendance from Texas.
4. 77 new members were voted into the lodge at the first Zoom lodge meeting on September 8th.
5. Esther and Marta Kuester were awarded sports medals for cross country skiing and Larry Farley received a sports award for bicycling.
6. The following Building Association Directors were voted into office: Peter Gerstel, CJ Hutchinson, Marty Stickels, and Colin Kuester.
7. Additional cancellations and refund requests were received by the office.
8. The Board decided to first hire a bookkeeper and then decide how to handle the office duties. Volunteers were asked to cover the office from 9 to 11 weekdays.
9. Began search for a nominating committee for the 2021 board.
10. Custodian, Jamie Harker, requested a leave of absence. Christina Collins was hired temporarily to perform custodial duties in her place.
11. Memorial Service for 2020 was cancelled because of the pandemic.
12. Approved appointment of Andrea Marziano as Marshal for Alisha Anunson, who became Secretary, and May Mathieson for Dawn DeSalvo as Greeter.
13. Development of a Volunteer Coordinator was proposed.
14. The Måken was updated and is being sent out through mail chimp.
15. A Food Committee was suggested and is being considered.
16. The new Trolls' Den door with new card keys/fobs is going to be installed.
17. The Executive Committee made a motion to change banks.
18. It was decided to provide light meals, such as hot dogs, pizza, and charcuterie plates for patrons throughout the week in the Trolls' Den.

19. Ladies Club meetings were cancelled for the rest of 2020.
20. Betty and Don Cooper donated about 20 beautiful pieces of rosemaling. The board agreed to give one piece to the Scholarship auction.
21. Seafood boil was successful and using Square and QR were added for members to pay for their dinners to be ordered ahead and increase efficiency.

October

1. The Marine Room lattice boards were painted and all upstairs doors were patched and painted.
2. Stephen and Lee Anita Coleman volunteered to purchase the eight flags that will fly in the Muriel Iverson Williams Waterfront Park before Viking Fest next spring.
3. The name for the Events Coordinator position was officially changed to Venue Rental Coordinator and the job description as a contract position was approved.
4. Various fundraising suggestions, such as memorial bricks, were discussed.
5. A request was brought forward and the board agreed that the lodge teens should have up to two movie nights a month.
6. The second Zoom lodge meeting was held and 27 new members were voted in.
7. The temporary Building Association board members were voted in by the membership at the Building Association meeting during the lodge meeting.
8. A full slate of officers for 2021 was presented as follows: President—Sherry White; Vice President—Mike Dudley; Secretary—Alisha Anunson; Assistant Secretary—Christina Webster; Treasurer—Jerry Block; Counselor—Paul Anunson; Membership Secretary—Mary Gerstel; Social Director—Helen Wytko; Cultural Director—Darle Towne; Youth Director—Stephanie Doornink; Co-Sports Directors—Colin and Ingunn Kuester; Publicity Director and Webmaster—Lizbeth Doving; Foundation Director—Jamie Green; Auditors Amy Swenson, LaVonne Block, and Stephen Krol; Trustees—Karen Zabinski, Tony Smallbeck, and Donna Kodalen; Marshal—Andrea Marziano; Greeters—Kristen Holt and May Mathiesen; Historian—Gayle Thomas; Editor—Joanne Graves; and Musician—Kathy Haug.
9. The Walsh Crew Oktoberfest managed to sell 91 dinners even with the restrictions.

November

1. WELP held a Wedding Event Open House on November 15th (following all Covid requirements) showing off all the work accomplished by LUC. The event was extremely successful—and fun for everyone involved!
2. Stephen and Lee Anita Coleman donated a lovely Nordic Basket to be used by the lodge as a money maker.
3. Shirley Rice submitted her resignation as cook/caterer.
4. LUC patched and painted the Norse Room walls.
5. LUC and Paul Nicholson revamped the two closets in the hall by the Viking Room making one an electrical closet and the other a coat closet.
6. CJ Hutchinson donated HEPA stand-alone air filters to the lodge.
7. Because of all the lost income due to Covid, the board, following a discussion of various options, decided to send out to the membership a request for donations.

8. The state moved back from Phase 2 to Phase 1 and eating and drinks can only be served outside with social distancing.
9. Trolls' Den received two heaters on loan from the city to use in its outside seating area.
10. Members of the Building Association put up a wind break and car cover to help members who wish to continue to come to the Trolls' Den.
11. Mid-month the Trolls' Den hours were cut to Wednesday through Saturday starting at 3:00 in the afternoon.
12. Bartender Alexia Weston was laid off until we move into Phase 2.

December

1. The lodge received full payment of the \$8,500 awarded to them by the city from Lodge Tax Grant funds for Leikarringen and WELP expenses that were submitted.
2. The Santa Breakfast, the Bazaar, Julefest, and the St. Lucia Bride were all cancelled.
3. A Financial Clerk job description was adopted.
4. The lodge Royalty did a virtual St. Lucia on FB that was quite wonderful!
5. It was decided to begin 2021 with a new Chart of Accounts in QuickBooks.
6. At the December Zoom lodge meeting, 25 new members were voted in.
7. The freezer food sale on the 21st netted about \$400.
8. The lodge and Building Association signed a new lease; the rent went up from \$3,500 to \$5,000; and the Building Association will now provide the liquor liability insurance rather than the lodge.
9. The board had its initial budget review for the 2021 budget at its Zoom meeting on December 1st.
10. A weather closure change has been instituted since the schools aren't open to go by our usual closure rule: If it is snowing, consider that the lodge will be closed and, to verify, go on FB or the web page. The Trolls' Den tries to stay open when possible so members should check the TR FB page or call Koleen to see if the bar is open.
11. A Venue Rental Coordinator contract was signed with Bittina Chapman for 2021.
12. Updated Room Rental Fees were approved.
13. The Nordic basket provided by the Colemans was won by Marta Maxwell in the silent auction and brought in \$220.
14. Peter Gerstel and Sandi Walsh continue to patch and paint doors—this time downstairs in the Trolls' Den and the hall.
15. Work continues on the new Trolls' Den door access and cards or fobs will be available for purchase on February 5th and 6th for \$15.00. Annual renewal fee will be \$5.00.
16. The lutefisk dinner the end of January was officially cancelled for 2021.
17. The Taste of Norway planned by Ingunn Kuester and Lizbeth Doving in place of Julefest on December 5th was a great success bringing in about \$1,100 and may be tried again in the future.

18. Amy and Roger Swenson volunteered to be in charge of an auction for the Scholarship fund.
19. The Past Presidents' Club may be reinstated.
20. It was agreed that photos submitted to the Viking magazine in the future should be submitted through the lodge Publicity Director. For 2021 that will be Lizbeth Doving.
21. It was suggested that pantry items nearing shelf date should be donated to Fishline or a similar group.
22. By the end of the month, our goal was met and exceeded with over \$30,000 donated by our wonderful members to keep our lodge viable.

January

1. A new Chart of Accounts was developed for our QuickBooks program.
2. The Executive Committee meeting was held in the Viking Room on January 5th.
3. The Board meeting was held in the Viking Room and on Zoom on the 5th.
4. The Lodge meeting was held in the Viking Room and on Zoom on January 12th.
5. The Board members were installed on Zoom by District 2 President Jerry Erickson on January 12th.
6. 17 new lodge members were voted in by the membership.
7. 22 sports medals were awarded to lodge members.
8. The Trolls' Den door is being upgraded and will be ready in mid-February.
9. Karen Zabinski was selected to be the Woman of the Year for 2020.
10. Jerry Block was selected Man of the Year for 2020.
11. LUC painted the women's restroom across from the kitchen and continued to hang paintings and make improvements to the lodge.
12. Sandi Walsh and Peter Gerstel patched and painted the downstairs doors.
13. Karen Zabinski and Marvin Crosland patched and painted downstairs restroom stalls.
14. The lodge lease with the Building Association was renewed with an increase in the rent to \$5,000.00 to help plan for capital improvements, such as a new roof.
15. Daughters of Norway cancelled their July 2021 luncheon and reimbursement of their rental deposit was approved.
16. A second Taste of Norway is being planned with a meatball dinner prepared by Ingunn & Colin Kuester and many enthusiastic volunteers. It will involve many volunteers. Lefse and krumkake will be available for purchase.

I decided to leave part of the "Looking ahead" from the last report to see what has happened during the past six months.

Looking ahead (from the July report)

I don't know what the next several months will bring us regarding the COVID-19 pandemic so we'll just have to hope that things will get MUCH better! Currently on the horizon, we have the church and Rotary breakfasts, at least two class reunions (possibly 3), two wedding receptions, a Bar Association event, and a co-op auction plus our own meetings, bazaar and Santa's breakfast.

Looking at what happened and what is on the horizon

Both the church and the Rotary breakfasts were cancelled through 2020; of the nine items mentioned only two—one class reunion and a small wedding—took place and our meetings had to be on Zoom. Planning for Friday night dinners and the Trolls' Den openings was quite challenging as the edicts from Olympia kept changing the way we could and couldn't do business. But we made it through. 2020 was a challenge to say the least and a test in many ways. We've learned some important things and we've dealt with some terribly frustrating requirements. Let's keep the great things we've learned to help us as we learn to adapt to a new normal. Remember—

2021 IS A NEW DAWN, A NEW DAY, A NEW LIFE!!! And we're feeling GOOD!