# The Passive Club (TPC)

Meeting Minutes for August 17, 2022

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| --- | --- |
| Meeting called to order at 11:06 AM  | Meeting adjourned at 11:23 AM  |

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| **Officers** | **Name** | **Officers** | **Name** |
| *President* | Phil York | *Vice-President* | Manu Pasari |
| *Treasurer* | Helen Sorser | *Treasurer (bkp)*  |  |
| *Secretary* | Georgeline Mitchell | *Secretary (bkp)* |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Member Name** | **Present** | **Member Name** | **Present** | **Member Name** | **Present** |
| Alan Hull |[x]  Helen Sorser  |[ ]  Sriram Padi |[ ]
| Carolyn Collins  |[ ]  Manu Pasari | [x]  | Javarri Little |[ ]
| Catherine Chall |[x]  Morresa Meyer | [ ]  | Youmin Zheng | [ ]  |
| Damian Stone |[ ]  Percy Antonio | [ ]  | Jeff Scott | [ ]  |
| Jody Tarquinto |[x]  Phil York |[ ]   | [ ]  |
| John Janci |[ ]  Scot Ferman |[ ]   | [ ]  |
| Georgeline Mitchell  |[x]  Srinivas Ponugoti | [x]  |  | [ ]  |
| Gerry Wholihan  | [ ]  |  |  |  | [ ]  |
|  |

1. Georgeline reviewed meeting minutes from 7/20/2022:

Jody motioned to accept

Al second, no one opposed

Motion passed.

1. Current Months Treasurer’s Report was reviewed by Helen:

 Available Cash for investment $1,574.87

Jody motioned to accept

Cathy second, no one opposed

Motion passed.

1. Portfolio Action – Buys/Sells:

Documents location:

<https://docs.google.com/spreadsheets/d/1j4jKxPI5rqnW1hsBRrX63jzIZZ0Dl80ak9CXDc2lJDU/edit?usp=sharing>

August Buys:



1. Old Business
	1. Audit update presented by Jody:
		1. Vote on Scott and Jody’s recommendation:
			1. Members should add phone numbers to contact information in the Bivio rooster
				1. As of 7/15/22 – We still need 17 people’s phone numbers
			2. Receipts should be uploaded to Bivio as PDF in receipt folder.
			3. Pdf statements (DFCU & Vanguard) should be uploaded to Bivio.
			4. Minutes and Treasures Report to contain more details on expenses and withdrawals.
			5. Recommend we target deposits after 1st of the month and before meeting (especially at end of year – Dec).
			6. Recommend Before leaving the club and receiving final check – to confirm deposits and withdrawal amounts! Recommend a Quarterly and or Simi Annual Audits.
	2. Helen needs assistance in the following items:
		1. Printed taxes – She still does not have it and needs to send it out by the end of July. – Georgeline will email both Phil and Helen to work out the printing of this document.
			1. Manu will follow up to ensure that it is done.
	3. Helen is unable to submit the filling taxes responsibility. Manu will coordinate the filling of taxes by Phil.
	4. Helen proposed adding things communicated via email after meeting inside the meeting notes.
	5. Jody and Manu will meet with Helen to simplify the Treasurer Report.
2. New Business
	1. New officer list will be shared by Manu through the TPC email
	2. If available in the month of October to meet, send an email to John so that he can arrange the date.

Submitted Georgeline Mitchell