



SEATTLE EUSKAL ETXEA

# Meeting Minutes

Minutes are only to be altered by a representative of Seattle Euskal Etxea, and only upon request of other participant(s) listed below.

Seattle Euskal Etxea  
1123 NE 180<sup>th</sup> St.  
Shoreline, WA 98155

<http://www.seattleeuskal.org/contact-information/>

## Seattle Eusak Etxea / Seattle Basque Club Monthly Meeting Minutes

Date	Start	End	Next Meeting	Next Time	Prepared By	Title
9/6/2011	6:30 PM	8:30 PM	10/4/2011	6:30 PM	Fran Michelena	Secretary

Purpose	Location	Next Location
Monthly Board Meeting	Amaya Michelena's House	TBD

### Participants:

Joe Guerricabeitia – President	Fran Michelena – Secretary
Amaya Michelena – Vice President	Debbie Coscorrosa – Director
Gaizka Mallea – Treasurer	Jean Escoz – Guest Representative

### Meeting Item

#### Old Business

#### FINANCIAL STATUS

9-6-11  
 Gaizka reported the following:  
 Current Balance: \$4600  
 \$1400 made from Yakima picnic

#### EUSKARA CLASSES

\*SEE PREVIOUS MINUTES FOR ITEMS REMOVED HERE\*

6-7-11  
 Amaya reported that she will contact Gure regarding future Basque classes. Debbie stated that she may have a second contact, Amaia, who can possibly teach Basque classes. Amaya stated that the goal will be to have Basque classes available this summer on week days.

8-2-11  
 Jean stated he will help out with the instruction of Basque classes. Amaya reported classes will begin this fall.

9-6-11  
 Amaya stated there will be workshops available for Euskara instructors in Boise, ID. She stated she believed that NABO would reimburse attendees for this class. She stated these classes occur two weeks.

The board agreed it would be a good idea to organize Euskara classes in a common location where dance practice and Mus also take place. Amaya reminded everyone that although this is a good plan, to be prepared to settle for a different venue depending on what is available. Amaya stated classes will begin in early October.

#### MUS

\*SEE PREVIOUS MINUTES FOR ITEMS REMOVED HERE\*

8-2-11  
 Fran reminded the group that a 50/50 Mus tournament will be held at the upcoming Basque picnic in Yakima. He stated he will bring an erasable white board to keep track of tournament standings. Joe stated he will bring cards and poker chips.

9-6-11  
 Fran suggested attempting to host a Mus game in the same location as the language and dance workshops. The group agreed.



**Meeting Item**

**SEE WEBSITE**

\*SEE PREVIOUS MINUTES FOR ITEMS REMOVED HERE\*

ACTION: Amaya to provide rough cost of website development to SEE board members.

7-12-11

Joe stated he and Amaya are in the process of creating a new website with the help of David Trick. He stated this site utilizes the web template system, WordPress. He stated he and Amaya will help David transfer all the content from the existing website to the new website.

8-2-11

Amaya reported the website is up and available to post content to. She stated David Trick will be available to show the group how to post content to the site if necessary.

Joe stated he will take the role as website manager, but expects all to pitch in. He requested that Michelle be responsible for inserting the newsletter into the website and that Fran be in charge of inserting the monthly meeting minutes into the site. Fran stated he would do so.

9-6-11

Amaya stated the SEE website is up and running. Gaizka confirmed he had received an invoice from David Trick and would be paying him for his services immediately.

**SUBMISSION OF ARTICLES OF INCORPORATION**

\*SEE PREVIOUS MINUTES FOR ITEMS REMOVED HERE\*

7-12-11

Debbie stated she and Michelle likely had paperwork for articles of incorporation for the last time the club went through this process. Joe requested that they aid him in finalizing the paperwork. Debbie and Michelle both stated they would be available to help.

8-2-11

Debbie had the group sign documentation for the Articles of Incorporation. She stated she will take the paperwork to Olympia on Wednesday August 3<sup>rd</sup>. She requested an \$80 check from Gaizka for state processing fees.

Joe stated the president and treasurer need to set up a new bank account for the club. He stated the grant money will be deposited into this account.

Gaizka stated he will be sending a 501C to the IRS for tax exemption status.

9-6-11

Joe stated all paperwork for articles of incorporation have been submitted. He stated the board needs to develop a way to store important records (see 'SEE RECORD KEEPING' in New Business).

**NEWSLETTER**

\*SEE PREVIOUS MINUTES FOR ITEMS REMOVED HERE\*

ACTION: Michelle to organize articles for July newsletter.

7-12-11

Michelle handed out copies of the newsletter for review. Gaizka stated he would be in charge of distribution of the newsletters.

Michelle requested cost information for past newsletters so she can develop budgeting goals for future newsletters.

8-2-11

Gaizka stated he sent out the newsletter last month as planned.

9-6-11

Joe stated that in Michelle's absence, the Newsletter will be tabled until next month's meeting.



**Meeting Item**

**THANK YOU GIFTS FOR BASQUE DINNER**

\*SEE PREVIOUS MINUTES FOR ITEMS REMOVED HERE\*

8-2-11

Per Joe's request, the board reviewed individuals who will receive gifts of appreciation. Amaya stated that Felix Larrechea will receive a bottle of Crown Royal, Fidel and Conchita Michelena will receive a paella cooker, and Augstin and Mary K Michelena will receive a plaque.

Fran stated he had purchased a wooden stained Basque carved piece that would be suitable for mounting a plaque to. He requested the group assist him on appropriate language to be printed on the plaque. The group decided the plaque should read, 'Presented to Agustin and Mary K Michelena in appreciation for your contributions to the Seattle Euskal Etxea. Eskerrik Asko, 2011.'

9-6-11

Joe stated the gifts were given at the Yakima picnic as planned.

\*THIS ITEM WILL BE CLOSED AND WILL NOT APPEAR IN SUBSEQUENT MINUTES\*

**SUMMER PICNIC AUGUST 2011**

7-12-11

Amaya reminded the board that this year's summer picnic would be held in Yakima Saturday, August 13<sup>th</sup>. She stated the picnic would need to end by 6:00 PM.

8-2-11

Amaya stated the picnic will officially begin at noon on Saturday the 13<sup>th</sup>. She stated that board members need to arrive at 10 AM at the latest to get the site prepared.

Amaya went over a list of items she had compiled that will be necessary for the picnic. The group went through the list and divided items evenly among board members. Amaya stated she would email a copy of the list to the board members.

\*THIS ITEM WILL BE CLOSED AND WILL NOT APPEAR IN SUBSEQUENT MINUTES\*

**SUMMER PICNIC 2012**

6-7-11

Danielle suggested selecting a date and location for the 2012 Summer Picnic. She stated by doing so, SEE can guarantee a good location as well as creating the opportunity to advertise the date in upcoming calendars. The group agreed Lake Sammamish would be a suitable location for the 2012 summer picnic.

Amaya also stated that she would attempt to book the 2012 Spring Dinner at the Ballard Senior Center.

ACTION: Danielle to reserve a location at Lake Sammamish for the summer of 2012.

ACTION: Amaya to reserve Ballard Senior Center for Spring 2012 dinner.

8-2-11

Amaya reported the summer picnic location at Lake Sammamish had been successfully booked. She stated also, the Ballard Senior Center can only be booked up to nine months in advance, and thus has not been booked yet.

9-6-11

Amaya stated that after the Yakima picnic, she began a list of concerns to address for the next picnic. She encouraged the group to share their thoughts openly. She stated the quantity of food was more than adequate. She reported 1 lamb and an additional leg was used for the picnic. She suggested bringing more soda in the future, in particular, Coca-Cola. The group also suggested bringing more beer and perhaps purchasing better quality wine.

The board agreed that raffle items should include at least 2 or 3 quality items (see 'RAFFLE ITEMS' in New Business). The board also agreed that an effort should be made to improve children's activities throughout the day.

The group discussed the possibility of having next year's summer picnic in Yakima again in lieu of Lake Sammamish. Gaizka stated he and Amaya would work on distributing a questionnaire to SEE members to get an idea of how this would be received. She stated this questionnaire would be distributed with the December membership drive.

ACTION: Gaizka and Amaya to send out questionnaire to SEE members.



**Meeting Item**

**BASQUE DANCERS AS OFFICIAL SECTION OF SEE**

7-12-11

Joe proposed that the SEE Board decide whether the Basque dancers should become an official section of SEE. He stated the benefits for this would be greater opportunities for funding. He stated the dance group has requested funding in the past and would not be eligible unless they were directly associated with SEE. The board agreed to hold off on an official decision in order to discuss the issue with leaders of the dance group.

8-2-11

Joe explained to Jean that the status of the Basque Dance Group was unclear to members of the board. He stated SEE would prefer the dancers to be an official section of the club. He stated this action would be mutually beneficial for both the dancers and SEE. Jean stated that he shared the same position and would seek to make it official. He stated he will initiate a vote among the dance group and report back to SEE.

9-6-11

Jean proposed having monthly workshops for dance instruction. He stated he would be happy to lead the instruction of these classes.

Joe proposed that SEE officially remove itself from the Eripe dance group. He stated it would be in the better interest of the club to manage dance workshops on a monthly basis under the control and supervision of SEE board members. Joe called for a vote to confirm this. The board voted unanimously in favor not recognizing Eripe as a SEE organization or entity.

\*THIS ITEM WILL BE CLOSED AND WILL NOT APPEAR IN SUBSEQUENT MINUTES\*

**BASQUE BUFFALO MEETING IN BUFFALO**

8-2-11

Jean reported he had attended the meeting in Buffalo, Wyoming the previous week. He presented the group with a list of items discussed by NABO.

Giaska reimbursed Jean \$200 for his attendance.

\*THIS ITEM WILL BE CLOSED AND WILL NOT APPEAR IN SUBSEQUENT MINUTES\*

**GRANT MONEY APPROVAL**

8-2-11

Joe reported the Basque government had approved a generous grant of roughly \$28,000. He distributed a list of items requested in the grant submission.

Joe stated money for the grant will be used for Euskara classes, Incorporation, yearly dinners, documentary expenses, and possibly dance.

\*THIS ITEM WILL BE CLOSED AND WILL NOT APPEAR IN SUBSEQUENT MINUTES\*

**New Business**

**SEE RECORD KEEPING**

9-6-11

Joe stated that the board needs to develop a formal method of record keeping. Gaizka stated that as treasurer, he would take the lead on this effort.

**RAFFLE ITEMS**

9-6-11

The board agreed it would be in the better interest of the club to improve the quality of raffle items during SEE events. In general it was suggested to include two or three quality items. Debbie suggested approaching The Spanish Table.

**SEE LOGO**

9-6-11

Fran suggested taking a second look at the logo commonly associated with SEE. He stated he had received negative feedback on current logo and as such volunteered to create two or three possible prototypes for the review of the club.

ACTION: Fran to develop possible SEE Logos.

**End of Meeting Minutes**

The above documents are our understanding of the items discussed in the above referenced meeting. Unless notice to the contrary is received, the notations will be considered acceptable and will be considered 'of the record.'