

Meeting Minutes – Stevenson Chapel Fund Association  
12:30PM Thursday, January 17, 2013  
Bahnhof Café, Cuero, Texas

The Stevenson Chapel Fund Association met on Thursday January 17, 2013 at the Bahnhof Café. Those present included:

Paul Morkovsky  
Fr. David Berger  
Chaplain Casey Celum  
John Ortmann  
Leslie Rabke  
Gary Flessner  
Jamie Notz

Paul Morkovsky distributed copies of the meeting agenda to those present, and after brief introductions, the minutes of the previous meeting were read and approved.

Regarding the topic of the Association Treasurer: upon the request by Paul Morkovsky, Jamie Notz CPA of Victoria agreed to serve as a new member of the Association to fill the position of Consultant for the purpose of filing the suitable tax-exempt status forms and to make recommendations regarding the accountability of the association treasurer. In discussion regarding the actual office of “treasurer”, it was further agreed that Vice Chairman Richard Van Wormer and Johnny Varela will, together, co-administer the entitled position as “Financial Officer/Treasurer” which will basically put them in charge of the Association bank account and reporting the status of the account to Jamie Notz on a regular basis. It was agreed that the bank should be a Cuero bank and that the Financial Officer/Treasurer should live in Cuero to accommodate ease of management of the account.

In consultation with Jamie Notz, taking into account the aspects that as a quasi-religious entity dealing with State Government oversight and the legal regulations of the IRS, it was learned that tax exempt status in some category would definitely be pursued, however, the exact category may not be 501[c] 3, but some similar designation depending upon the avenue that best fits our goals and objectives after Jamie’s review of the Association By-Laws, Articles of Association, and Narrative Description of Operation. It was further agreed that funding for the Chapel should be left open to donations, grants, and any other fund-raising events deemed appropriate by the Association. Jamie also noted the necessity of a physical address for the Association in order to begin paperwork for tax exempt status, and Paul Morkovsky granted permission to use his home address for that purpose. Jamie will proceed with applying for the Association tax ID (EIN) number.

In considering initial funding: Jamie stated that filing fees for the tax-exempt status could run between \$1,500 and \$2,000, and to receive a tax-payer I.D. possibly \$500. It was also suggested that the Association employ an Attorney to oversee the operations regarding liability concerns and insurance to protect board members during actual construction of the Chapel and any other legal aspects that might hinder reaching our intended goal. Fr. David Berger stated that he had made contact with Attorney Chris Crain regarding this requirement and would further pursue Mr. Crain’s involvement.

Further discussion regarding initial funding was held and it was stated that the current Stevenson ACTS Team may make a donation to allow for the start-up of the bank account. John Ortmann also stated that he could pursue seed-money donations from ACTS Communities from Victoria via e-mail but would

need for the bank account to be set up in order to make deposits when money is received. The path forward at this point was agreed to be the opening of the bank account as soon as possible by the Financial Officer/Treasurer and for Paul to be advised of the Account Number and Routing Number for distribution to relevant members. Jamie suggested that as we proceed with the bank account, checks written on the account may be signed by one board member up to a certain set amount, and any check above that set amount would require signatures of two members. This should definitely be a consideration at the point that we begin signing checks to the contractor during the actual construction phase.

Website design was briefly discussed and John Ortmann stated that his intentions regarding the opening of a Pay-Pal account can be pursued as soon as the bank account is set-up. He also plans a “current-news” aspect to the website where the latest meeting minutes and other current news regarding the Association can be posted. Ortmann will, once the bank account is established, proceed with printing approximately 100 of the brochures for distribution and use in contacting organizations for the purpose of soliciting donations. He also suggested setting-up a Facebook social-network page for the Association where interested individuals may track our progress and stay current with our advancement which also may lead to further interest and donations.

A “Third-Thursday” noon meeting was discussed, however, Paul will advise all members via e-mail regarding the exact date and time for the next meeting.