

Community Unlimited  
Annual Board Meeting  
January 16, 2017

Present: Julie Dunks, Jolene Yeakey, Carrie Gallup, Teasha McIntosh, Diane Haley, Pam Smith, Judy Knowles, Connie Kennedy, Faith Robertson, Malinda Olmsted, and Deb Geiger

1. December 2015 Board Minutes were presented for approval (see attached). Carrie Gallup moved to approve minutes after editing the PQA B score from 3.6 to 4.54. Seconded by Judy Knowles. Passed unanimously.
2. Board Responsibilities- Tabled until next meeting
3. Budget Report 15-16 presented by Jolene Yeakey (see attached). Motion to approve by Carrie Gallup. Seconded by Judy Knowles. Passed unanimously.
4. Annual Report presented by Julie Dunks (see attached). Discussion regarding sustainability for Community Unlimited. CU will be applying for a 21<sup>st</sup> Century Grant for the High School in the next grant cycle (see attached Grant's Manager Report). Judy was excited about sharing information (and potentially implementing) the After School Pack Program in the Athens School District. Greeters are needed for VITA site from February 2-April 13 on Tuesdays from 4:30-7:30. Volunteers were requested. Judy generously volunteered to assist with a portion of those days. It was suggested Pat Miller may be a good person to contact.
5. Unofficial Board Goals from 2015-16 were discussed (see agenda for goals). There was a question regarding goal #2 and the decision was made to edit. Goals 1 & 3 remained the same. New Board Goals for 2016-17: 1. Develop and maintain enriching opportunities for youth in our communities. 2. Intentionally seek to increase board participation by inviting parents of Community Unlimited program participants to join the board. 3. Intentionally develop action teams to fully utilize board members' expertise, time and commitment, and ensure a diversity of opinions. Create a personnel team and a finance team. Motion to approve the new board goals for 2016-17 by Faith Robertson. Seconded by Pam Smith. Passed unanimously.
6. Board of Director Office Elections: Stacy Guertler, President; Carrie Gallup, Vice President; Faith Robertson, Treasurer; Alona Hayden, Secretary. Motion to approve the new Board Slate by Faith Robertson. Seconded by Pam Smith. Passed unanimously.
7. New Signers for Banking Account #301010203 at Southern Michigan Bank & Trust. Discussion regarding signers and the need to have someone local and accessible. Motion by Faith Robertson to approve the following: Julie Dunks, Jolene Yeakey, Faith

Robertson, Connie Kennedy and Stacy Guertler. Seconded by Pam Smith. Passed unanimously.

8. Non-Discrimination statement was read and a motion was made by Carrie Gallup to affirm our non-discrimination statement. Second by Judy Knowles. Passed unanimously. The non-discrimination statement is:  
Consistent with Department of Management & Budget Policy Number 1220.05, it is the policy of COMMUNITY UNLIMITED to provide equal opportunities to all eligible persons to the extent required by applicable State and federal laws.
9. The board approved the submission of an application to Branch County United Way by Connie Kennedy.
10. Budget 16-17-Tabled until next meeting. Because of different grants and grant cycles, it makes budgeting very difficult. Jolene and Connie will be learning how to enter the budget into Quickbooks to make the process easier and more streamlined.
11. Building Overview. Thanks to the very generous donation of the Bronson family, we are able to complete Phase I of the building renovation. There was discussion regarding the different phases of construction and the need for more fundraising. During Phase 1, very basic needs have been targeted for the building: replacement of heating/cooling system, new windows and electrical for air conditioning unit. There was also conversation about the need to get more information to the community regarding all the things our organization does. One suggestion was to create a newsletter. Another suggestion was a "did you know..." blurb on our website and/or Facebook to highlight our accomplishments. We can pull information from our annual report.
12. Next Meeting Dates: April 11 @ 6:00 pm, July date TBD, November date TBD
13. Adjourned 7:55 pm