

**Yarnell Regional Community Center
Board of Directors Meeting
January 9, 2018**

Board Members Present: Phyllis Billeter, Leah Tidey, Michelle Jacobson, Kurt Florman, Steve Spense.

Board Members Absent: Brent Jordan, Rebecca Wilks

Staff Present: Kim Lytle, Nina BourBeau

SAA's Present - Joyce Dennison (Kirkland Junction), JeriLea Hopf (North Ranch)

SAA's Absent - Barbara Coleman, Mac and Glenda McBrayer (Wilhoit)

Guests - Priscilla Phelps (Yarnell Library)

Meeting was called to order at 3pm by Michelle Jacobsen, President

Minutes of December 12, 2017 - Motion to approve by Steve Spense, 2nd by Phyllis Billeter.

Reports

Treasurer's Report - Presented by Nina BourBeau - balance is \$30,250. Steve and Nina to work together. Nina reported that last month's grant income of \$20k should be under grants instead of income restricted. All of Joan's work to go under grants. Nina updated the report, no need to re-email other than to Leah to be added to minutes from December meeting. Audit - Nina has not talked with the auditor recently so no updates. Nina to inquire and to CC Joan and Michelle.

Executive Director Report - Hard copy report is attached to minutes in folder. Additional notes taken:

5. Food Cart Opportunities. Tony Lamon & Zac Haydon. Both approached Kim about food storage space. Tony is a gourmet food cart with hot dogs and Zac is promoting a food truck. They must have approved commissary to store foods. Tony's will be in exchange for a fee and Zac's truck can be used for advertising and promotion (YRCC brochures, banner, etc.) There will be no fee for Zac's storage but we will give him a year and then re-think. Maybe use them both for events and we take a percentage. Advertise them in our newsletter?

6. New Brochures - Add new name, website, SAA's, Club Yarnell. Kurt and Kim to update.

10. Memberships - new forms available; memberships already coming in.

Committee Reports

Fundraising: Phyllis - 15 September is the 2018 YRCC Country Fair. For Yarnell Daze Phyllis and Glen to provide games at the Beer Garden. (Not on behalf or in conjunction with the YRCC).

Executive: Michelle - Do we want anything to commemorate Bill Ferguson? AZ Charitable Tax Credit Webinar on Wednesday, Jan 17. Steve, Phyllis and Joyce interested in attending on-line. \$29. Kim's departure on June 1. Board needs to decide salary, job description, advertise in the Yellow Sheet, at the Annual Meeting, in the Newsletter, Wickenburg newspaper. Subgroup to analyze and set preferences and how best to choose candidates. Maybe have candidate shadow Kim and see what goes on in a day at the YRCC. Position description to be posted on-line, with SAA's, etc. Michell to e-mail job description to all and we are to respond with comments. Web work - need someone to be back-up/transition person. There is one person interested and has spoken to Michelle. The new person could look at the site and have constructive criticism and then get with Kurt to move forward. Board members need to monitor the website and let Kurt know of problems. Volunteer Appreciation Dinner - in March. Kim will provide date. Joan's table of contents needs to be reviewed; Phyllis to do and get with Joan. 211 organization for website.

Outreach: SAA's - Joyce -people are taking newsletters. Asked if there is any way to track at the events where people came from and how they found out about the event. Add a line to the event sign-in sheet asking how they found out about the event. Margaret - Newsletters to Wickenburg Community Hospital and Congress Clinic; they are receptive and will put in their waiting rooms. Kim-priority role of the SAA's is to find needs in their areas and let the YRCC know. Michelle - SAA's need to push membership.

Club Yarnell: Update from Jerry Florman provided with monthly minutes in folder. Addition- maybe hold events in Wilhoit or North Ranch. Need to let Kurt know if the website is missing any information.

Potter House/"Off-Center" - Michelle talked with Joan. Joan to reach out to Collier Foundation. The audit needs to be finished before requesting grants.

Development Coordinator

Michelle - Joan talked to a couple foundations and was told "no." Joan is waiting for us on other foundations but we need the finished audit. AZ211 listing change in progress.

OLD BUSINESS

Fundraising Software:

Collecting Stories:

NEW BUSINESS

Board Nominations - Joyce Dennison, Frances Lechner, Steve Spense, Leah Tidey. Need Candidate Statements and Bio's from all for publishing in the Yellow Sheet and Newsletter. Leah to reach out to George Cameron.

Annual Meeting - To be held February 20, 2018 at the YRCC at 5:30pm. Leah to get letter out to YRCC members. Kurt to create a "year in review" slide show with help from Rebecca. Presentations by Kim, Executive Director and Michelle, Board President. Everyone to get pictures to Kurt.

Community Calendar -partner with the Library.

Web Updates - already discussed, see above.

Yarnell Daze/Country Fair - Yarnell Daze May 19, 2018. Country Fair Sep 15.

Motion to adjourn by Kurt, second by Steve. 4:30pm.

Next meeting Tuesday February 13 at 3pm.