

**Yarnell Regional Community Center
Board of Directors Meeting
April 10, 2018**

Board Members Present: Phyllis Billeter, Leah Tidey, Michelle Jacobson (by phone), Joyce Dennison, Steve Spence, Rebecca Wilks.

Board Members Absent: Frances Lechner

Staff Present: Kim Lytle, Nina BourBeau

SAA's Present - Jerrie Lea Hopf (North Ranch), Barbara Coleman, Mac and Glenda McBrayer (Wilhoit), Margaret Page (Congress)

SAA's Absent - none

Guests - Donna Twigg, Anita Kristensen, Donna McFadden

Meeting was called to order at 2:30pm by Joyce Dennison, Vice President

Minutes of March 13, 2018 - Motion to approve by Mac, 2nd by Steve.

Reports

Treasurer's Report - In Secretary's file and e-mailed to all by Treasurer. Additional question was to combine a budget meeting with the May 8th Board meeting and consensus was no. Nina and Frances are set to meet to discuss and budget and how to make it user friendly - other board members may attend. Change the Treasurer's Report to later on the agenda to accommodate Nina's work schedule.

Executive Director Report - In file and available to all at the meeting. Additional notes taken: E-mail from Vicki at the Ranch House. Opportunity to advertise the thrift store on the placemats at a monthly rate of \$25. Rebecca suggested to ask people where they heard about the thrift store to see if this particular advertising is effective.

Septic System at the YRCC. Fletch said it does not need to be pumped out. Going to use that money to work on the alarm system.

Committee Reports

Fundraising: Phyllis - Country Fair - Moving along. Rebecca and/or Jeri Lea to find someone who knows the rules for Corn Hole Toss and how to manage a tournament. AZ tax credit paperwork is finished. Banners - proofs will be e-mailed to all. New YRCC software program for marketing could be used to publicize the Country Fair.

Executive: Michelle - Explored getting a YRCC credit card. Sounds good in principle BUT there must be someone personally accountable. There is too much risk of personal liability. Still meeting with Kurt to learn the website and be the back-up person.

Outreach: SAA's - What areas do we need in addition to already in place? Skull Valley and Kirkland. Maybe combine informational meetings with board meetings in other SAA areas. Glenda will talk to her quilting group in Skull Valley and Joyce will reach out to Kirkland. Jerri Lea notes sent to all, included in minutes. Margaret notes sent to all and included in minutes. Would like more newsletters to distribute. With the covered cost of \$60 print 200 newsletters and also place at Bakery and Ranch House.

Club Yarnell: Everyone print flyers and distribute.

Potter House/"Off-Center" - No discussion.

Development Coordinator

Analyzed the volunteer database and created the infographic. Reached out to the administrators and scheduled a meeting with the YRMC about the Northern Arizona Healthcare Foundation grant. (April 17, 3pm). Researched the AARP grant opportunity. Waiting for direction on that one. Researched and drafted the attached 1st chapter of the policy manual. Shared all the related manual information with Rebecca. Made sure the grant was submitted and accepted by the ACF Yavapai Chapter.

NEW BUSINESS

ED Search Committee: Interviewed 3. Four more to go. Last of interviews will be April 15.

Non-Profit board governance training 5/24/18. \$49 cost. 1130am-430pm, Arizona Community Foundation, 2201 E. Camelback Road, Suite 405B. Rebecca might go.

Memorial Board idea: tree of life: - Joanne Christensen, at Station of Imagination, is on board. See ED report, on file and presented to all at meeting.

Volunteer Handbook - Rebecca has submitted a first draft. Please send comments before the May meeting.

Procedure Manual - Rebecca to edit. Digital version to be sent to her. Joan is working also.

Thrift Store Manager - Steve doing on a volunteer basis. If can get funding to hire an assistant manager would it be helpful to the ED?

YRCC Shirts - A good fundraising idea. Change logo? Keep? Even have Tshirts? Consensus of board is to buy the purple shirts that were purchased several years ago; they were popular. Wear them to YRCC events, sell at the thrift store. Steve to research.

Grief Group - Coffee, info, pic of whatever your loss was - spouse, friend, pet. Not deep, just simple supportive care. Need to have 2 people in charge at each meeting to support and for liability issues/lawsuits. Joyce wants to form support group, start maybe fall time, incorporate regions and where to house. Most likely at the YRCC. Margaret interested to help. Charge? Possibly \$5 to cover coffee. Club Yarnell event.

OLD BUSINESS

Birthday Night - See notes in file and read to all at meeting . Frances to inquire insurance to see where we are covered for music.

Volunteer Breakfast - Steve reported that everyone had a great time. Other reports are to make sure that the invite gets out to ALL volunteers as there were some that missed the event because they didn't know.

4/21 Comedy Night - Is this a Club Yarnell event? Tabled and moved to May agenda and leave to Jerry and Frances.

Motion to adjourn by Steve, Michelle 2nd at 4:00pm.

Next meeting Tuesday May 8th at Wilhout at 2:30pm.