

**Yarnell Regional Community Center  
Board of Directors Meeting  
August 15, 2018  
(Note: new time and date Wednesday at 9am)**

**Board Members Present:** Leah Tidey, Michelle Jacobson, Frances Lechner, Steve Spense, Phyllis Billeter, Rebecca Wilks. Joyce Dennison via phone.

**Board Members Absent:** none

**Staff Present:** Mike Dixon

**SAA's Present** - Margaret Page (Congress), Barbara Coleman (Wilhoit) Jeri Lea (North Ranch)

**SAA's Absent** - Glenda and Mac McBryer, (Wilhoit)

**Guests** - none

Meeting was called to order at 9:01am by Michelle Jacobson, President

**Minutes of July 10, 2018** - Motion to approve by Frances, 2<sup>nd</sup> by Rebecca.

## **Reports**

**Treasurer's Report** - In file. Letters are going out to local organizations that use the YRCC facilities about the cost to rent. The Audit is moving along slowly but we are willing to put up with this because the cost being charged is so reasonable and it has been 40 years since the YRCC has been audited. Motion to approve 1 Rebecca 2 Frances.

**Executive Director Report** - In file and available to all at the meeting for details.

Additional notes - even though we have raised enough to pay for the walk-in cooler decision was to continue with payment plan to Sunland. New bulletin board inside dining room is wonderful. Place for events to be posted and cubbyholes below for take-away flyers. Cooler drinks - it will be hard to tell what the increase in electricity is for the new cooler because we are on budget billing with APS. Drinks and eggs are selling. Menu Board is waiting for county permits; Danny on stand-by to install. Michelle or Leah to take check and paperwork to County offices in Prescott. Additional closure days for the YRCC - Frances moved to close the YRCC on Memorial Day and Labor Day, Rebecca 2<sup>nd</sup>. Send MOW's out the day before.

## **Committee Reports**

**Fundraising:** Country Fair - Lots of volunteers and good, fun events. Mike reported that APS will donate 300 lightbulbs. Have someone at the YRCC (Donna Twiggs was mentioned) to direct people out to the Peoples Valley school for the event. Not sure on the beer garden as this Country Fair is a family event. Phyllis has applied for the permit. Insurance for the beer garden would be \$345 for the day from Brown & Brown. Frances is checking with our insurance company for a new policy that would add alcohol coverage for all YRCC events. Use the storage facility next to the PV school for parking area. Vendor tables - no charge for non-profits if they are just having information and flyers on their organization. If selling something than a \$15 vendor fee will apply. There will be no food or drink vendors as the YRCC is selling food. Frances is working on flyers to e-mail. Get laminated flyers to post around town or on Highway 89? There will be event signs at the school.

**Network for Common Good** - Very successfully used to raise monies for the walk-in cooler and to thank and notify of success.

**Executive:** Michelle met with people in Congress. There is lots of outreach happening; keep putting the word out for SAA's.

**Outreach: SAA's** - Margaret still would like more newsletters. With paid sponsors increase number printed? Leah to follow-up with Mike. It is difficult for Margaret to get the newsletters the first week of the month? Other options on getting them to her?

Jeri Lea - Free eye check and exams at the Presby Church on Saturday, August 18. The Church makes Comfort Bags (toiletries). Is the YRCC a place to hand them out to needy people? Yes, maybe a few. She will give to Mike. There is a new front desk person at North Ranch who is open to Club Yarnell events. Jeri Lea will pass along information for him to contact Jerry Florman or Frances Lechner.

Barbara - had samples of leaves for the Remembrance Tree. Mike has cleared space in the Dining Room for the quilt. Have a mock-up at the Country Fair in September and have a suggested donation for people to contribute to its fruition.

**Tri-Fold Brochure:** Deb Miller is helping with this work-in-progress.

**Club Yarnell:** In addition to the numerous scheduled August events, "Fun in the Kitchen" is moving its focus to specialized diets, Cooking for One, etc.

## **Development Coordinator**

See e-mail in file. Joan is employed by the YRCC until December. What to do after that?

## **BUSINESS**

**Org & Ops Policy Manual review:** Rebecca has the outline and the Table of Contents. Needs feedback from stakeholders - who are the stakeholders? The Board needs to review along with the SAA's and volunteers and provide feedback. For YRCC members - highlight at the Annual Meeting; members don't necessarily need to provide feedback. Give 30 days for comments and then put policy into place. Rebecca reached out to Joan for the next step. Also talked to Bert in Prescott. Needs login for AZ Association for Non-Profits. Frances suggested separate between policy and procedures as to whom to ask for review and feedback.

**Thrift Store:** No discussion

**Web:** Mike wants to start listing out the YRCC events more specifically and information on the Country Fair. Website just needs more details.

**Election Location:** Host at YRCC? It would increase the YRCC visibility. However, voting day is from 5am to 8pm and would use the entire dining room space. Would have to cancel lunch four times a year (training sessions and actual voting day). Consensus was to leave at the Presby Church.

**Board Retreat:** Possibly after the annual elections in February.

**Community Mixer:** Cohost with other organizations in town? Hold at the YRCC? The purpose would be to inform people about what happens in the Community and what organizations are available to help. Two years ago Chamber sponsored at the Diner and it was very successful. Maybe YARG sponsor? Frances working on a flier. The vote was YES - let's proceed with event and schedule for 1/12/19.

**Next YRCC Board Meeting:** possibly October or November to hold at Wagoner site. Joyce to coordinate.

## **OLD BUSINESS**

**D&O Insurance:** For now pay with budget and get insurance set in place, then possibly in the future Board Members will pay their own way. Total insurance for all Board is \$693.00

**Donations/Thank You Tracking:** Network for good being used to track? No, but it can be and should be set up to do so. Right now Mike keeps track of Thank You notes.

**T-Shirts:** paid for in July, selling for \$10 to Board and volunteers and \$15 to public (average \$9.50 cost).

**Communication/Newsletter subsidizing:** Need to increase number of printed newsletters. Leah to follow-up with Mike.

**SCSEP** - to our advantage to hire people of a certain age. We cannot back-date but Mike will use for the next hiring of an acceptable person.

Noted - next meeting is September 11 @2:30pm at the YRCC

Adjourned at 10:30am by Frances and 2<sup>nd</sup> Rebecca.