

**Yarnell Regional Community Center
Board of Directors Meeting
November 13, 2018
2:30 pm at the YRCC**

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

Board Members Absent: None

Staff Present: Mike Dixon, Tiffany Dixon

SAA's Present - Glenda McBryer (Wilhoit), Barbara Coleman (Wilhoit)

SAA's Absent - Mac McBryer (Wilhoit), Jeri Lea Hopf (North Ranch), Margaret Page (Congress)

Guests - Donna Twiggs (newly accepted SAA), Joan Abbey

Meeting was called to order at 2:30pm by Michelle Jacobson, President

Minutes of Oct 9, 2018 - Motion to approve by Frances, 2nd by Joyce.

Reports

Treasurer's Report - In file. Income is up, expenses are down but still in the hole (-\$19,102.68). Salary is a big expense but expected. We are serving more meals. Frances & Mike to meet to develop new budget. We need to increase income. Michelle asked if there was anything, we can do to cut electric, gas, etc? Mike replied that we are doing what we can. Motion to approve 1 Joyce 2 Rebecca.

Executive Director Report - In file. The Thrift Store is doing well, almost hitting the budget amounts.

Committee Reports

Fundraising: Phyllis - Tuesday (20th) at 3pm meeting on Country Fair/or do something else instead. Bring your ideas to increase income from the Fair or another event. Would like to see the Fair bring in about \$5k in 2019.

Executive: Discussion covered in other areas of meeting.

The YRCC is now a qualifying charitable organization. The tax credit #21047. We need to get the word out using the newsletter, Yellow Sheet, kiosk at the YRCC.

Outreach: SAA's : Glenda is dropping off newsletters at the Library in Congress. The Tree of Remembrance has been installed at the YRCC. Her quilting group is down to three people. 50 quilts are done for Veterans; 15 quilts done for MOW clients. Proposed that the quilts be given to MOW clients at Christmas, as many as she has. She will bring to Mike a week before Christmas for him to distribute. "Quilting Queens of Skull Valley" labels on the quilts. Michelle suggested also a note saying this gift is coming from the Quilting Queens of Skull Valley and the Yarnell Regional Community Center. Use Christmas cards from the thrift store, signed by Mike. Frances would like to get a picture of all the quilts together and make that the Christmas card to send with the quilts.

Toys for Tots: The toys come to Prescott; part of the Marine Corps Toys for Tots program. Glenda and Barbara pick up from Prescott and distribute to local children. The YRCC can help advertise and also spread our name too. Advertise in the Yellow Sheet and the YRCC Newsletter.

Donna asked if it was OK to give tourists who come to the store a newsletter? YES, please give a newsletter and a YRCC brochure. Donna accepted to be a new SAA. Need a picture and bio for the website.

Club Yarnell: Frances presented a working schedule for 2019 (in the file). December 2018 craft fair at the YRCC.

Development Coordinator

Report in file. Additional comments: Michelle suggested a sub-group that is committed to year end fundraising. All Board submit names to Mike for solicitation of donations using the fundraising software. Rebecca pointed out that we should get permission from people before we give Mike their names.

BUSINESS

Org & Ops Policy Manual review: Rebecca expressed concerns about this tedious project and not receiving comments from Board member. Wants to step back and re-look the project. Maybe not enough interest from the Board and she is not comfortable doing this without assistance and guidance. The Sexual Abuse policy needs to be done for the Board insurance and we have met that commitment.

Board members - please respond with comments or all is good, no changes. Do we continue a section at a time or wait until after Board Retreat or another time? Continue one section at a time was consensus. Sexual Abuse Policy and Confidentiality Policy - motion to approve by Rebecca, second by Steve. Frances said that the Board Member Job Description ready for December meeting. Document Archive & Destruction - we might need a lawyer to help. Find an Arizona lawyer who needs pro bono work. Frances and Joyce to contact lawyers they know.

February Annual Meeting: Three Board openings - Michelle (not able to run this year), Rebecca and Phyllis (both able to run this year). Need to advertise in Yellow Sheet and Newsletter and schedule date.

Thrift Store Advisor Position: There have been many changes in the Thrift Store. We still need to be able to give receipts. Tiffany came in and observed and had/has suggestions. Make sure that all the items for sale are clean and price tagged. Volunteers must wait 24 hours before purchasing a new item. New cash register that will identify what is being sold and where we are generating income (clothes, furniture, etc). Color code labels on items that indicate when the next price down will occur. Tiffany re-arranged the entire store for a new look, cleaned up outside storage areas. Would like to have a Volunteer Appreciation Party on December 8, 2018 specifically for Thrift Store volunteers. White elephant gift exchange; talk about "volunteer of the quarter" idea to begin in 2019. Discuss with volunteers. Frances volunteered to make crepes suzette. 1:30pm, after Thrift Store closes. Board to help.

YRCC 2019 membership: Mike presented new cards for the Board to review. Different levels of contribution results in different levels of discounts.

By-Law Review: No discussion

Chamber Membership: Mike is not sure if the YRCC should join the Chamber. Too much conflict going on right now with them and not sure if we want to affiliate with the Chamber. What does the Chamber do for the YRCC right now? Michelle comfortable joining as an individual but not right now as the YRCC. Motion to not join the YRCC for 2019 made by Frances, 2nd by Steve.

Community Mixer: January 19, 2019 at the YRCC from 530pm-730pm. Welcome new residents; introduce people to the organizations in town and volunteer opportunities. Frances wants to keep it low budget - have people make food.

OLD BUSINESS

Deluxe Raffle: Steve Spence won the Pepsi Suite and donated back to the YRCC. Agreed upon to put out to Board and SAA's and staff who would like to attend. Michelle to investigate dates and get back to all. Still two more items to raffle and drawing to be held in December. Date TBD.

ED Review - Only received two reviews. Board get your reviews to Michelle.

D&O Insurance: Have all board members paid? \$100 each to cover the insurance. Still one Board member needs to pay.

Noted - Michelle - "have a YRCC concierge." Perhaps Steve. He can help all around, greet people, push special sale items, collect peoples' stories, information all around. Steve can become "the face of the YRCC."

Adjourned at 4:20pm, motion by Frances and 2nd Joyce.