

**Yarnell Regional Community Center
Board of Directors Meeting
Held at Foothills Baptist Church in Wilhoit
May 8, 2018**

Board Members Present: Leah Tidey, Michelle Jacobson, Joyce Dennison, Frances Lechner.

Board Members Absent: Phyllis Billeter, Steve Spence, Rebecca Wilks

Staff Present: Kim Lytle, Mike Dixon

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

SAA's Absent - none

Guests - Donna Twiggs, Jerry Florman

Wilhoit Community members present - None

Meeting was called to order at 2:50pm by Michelle Jacobson, President

Minutes of April 10, 2018 - Motion to approve by Frances, 2nd by Joyce.

Reports

Treasurer's Report - Frances presented the new format of the Treasurer's Report. She will look more into insurance costs with Mike and Nina. Board members send your comments on the new format "user friendly?" The Audit is moving forward. Treasurer Report filed in notebook. A side note question presented by Michelle regarding the alarm monitoring charge of \$75? This is for quarterly charge for monthly monitoring NOT for calls to the YRCC for when the alarm goes off. The order for alarm notification is: 1 call the landline, 2 call new Executive Director Mike Dixon, 3 call the Sheriff, 4 call Michelle Jacobson, 5 call Frances Lechner. Motion to approve Treasurer's Report by Leah, 2nd by Joyce.

Executive Director Report - In file and available to all at the meeting. Additional notes taken: Mac can plug the holes on the Hood that were pointed out by Cintas but not worried about by the Fire Inspector. The APS electricity budget is supposed to be the same for three months at a time for budget but changed. Kim contacted APS to correct. Rebecca did the artwork for the Ranch House

placemats and they are now part of the advertisements. There is really no way to know if this type of advertising is working except for word of mouth and asking people that come into the Center if they have seen the advertisement. Meals on Wheels testimonies will be stored in a file at the YRCC and a summary will be given to Joan. All data has been submitted to the Network For Good and Frances will continue to work on this. The previous invoice for the YRCC shirts has been located and Steve will follow up with the company and continue his research to get more TShirts. Donna Twiggs volunteered to help Steve on this project.

The Board of the Yarnell Regional Community Center authorizes Mike Dixon, as the new Executive Director of the YRCC to be added as a signer to the checking account effective immediately. Effective June 1, Kim Lytle will no longer be an authorized signer on the checking account for the YRCC. Motion to approve Frances Lechner, 2nd by Joyce Denison, all in agreement.

Committee Reports

Fundraising: Phyllis was not present, so Kim presented - AZ Qualifying paperwork has been submitted. YRCC banner - please give comments and suggestions. Country Fair - Don has the materials to make the music machine.

Executive: Michelle - Joan and Michelle met with Yavapai Regional Medical Center. Discussed partnering with the YRCC for some healthy eating classes via TV. Include this in a Club Yarnell event. They are open to doing the program here, filming, et al, and then publish. They don't want money for this, just the endorsements.

Outreach: SAA's - Margaret distributes newsletters and would like more. Congress is dead, does nothing. Reach out to Chamber of Commerce members - Susan Abare - who lives in Congress. Leah has number for Susan Abare and will send to Margaret. Frances suggested maybe Churches or school for activities. Marilyn Harrison, who applied for the ED job lives in Congress and is open to sponsoring activities may be a contact.

Jeri Lea - North Ranch is also dead. Newsletters are moving though. Can do some Club Yarnell events if they are free to the public. Contact Amelia who lives at North Ranch and works at the Emporium in Yarnell.

Barbara - people are more aware now to contact the YRCC for help and information. Send People Helping People information to Joan to apply for grants.

Joyce - Walnut Grove wants to host a board meeting and seminars and events. There is a Tuesday lunch provide by Hassayampa Farms Lunch that everyone is invited to and then possibly hold a board meeting after. Joyce will do a flyer and Michelle will e-mail and see who is interested.

Club Yarnell: Everyone print flyers and distribute.

Development Coordinator

See Agenda for details.

NEW BUSINESS

ED Search Committee: 11 applicants, 7 interviews. 1 hire.

Non-Profit board governance training 5/24/18. \$49 cost. 1130am-430pm, Arizona Community Foundation, 2201 E. Camelback Road, Suite 405B. Rebecca, Frances, Mike and Michelle to attend.

Memorial Board idea: tree of life: - Kim suggested setting a date and just getting started. Barbara, Mac, Glenda have researched a plaque on a tree for deceased. Maybe use JoAnns' store to have people come and talk about the person, write a poem, etc. Maybe Mac and Glenda and Barbara pick a Tuesday at the Center and have a memorial for a particular person. Glenda has some metal leaves to donate for the tree; find someone local to engrave.

Volunteer Handbook - Next round draft ready. Will be shared with volunteers to comment.

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

Newsletter/MOW Subsidizing - Mike to contact a potential sponsor for newsletter. Margaret to contact Nichol's West.

Donations for lunch/MOW. Frances to make cards for tables and sign-in sheet to encourage people to pay more for meals. Kim explained that all the money from lunch is combined together and not allocated to categories.

Mike commented and thanked everyone. Good support team in place and he is learning names and faces and procedures.

Noted - next meeting is June 12 at 2:30pm at the YRCC

Adjourned at 4:15 by Frances and 2nd Joyce.