

MEETING MINUTES OF THE BOARD OF DIRECTORS

August 14, 2023 @ 5:30 PM

MEMBERS PRESENT:

Dan Macaulay, Jeff Zellner, Clare Coupe Scott, Jim Warfel, Michelle Kaschak, Kristen Grimm, Leann Stitzel, Jill Krahwinkel, Amy Kinnon, Michael Perinotti, & Valerie Kile

Guests: [Joe Velarde](#), [Greg Kuhn](#), [Sarah Halpin](#) (Board Member applicants)

Val called the meeting to order at 5:43 PM and requested any changes to the meeting agenda.

Approval of Agenda: *Kristen motioned to approve; Clare seconded, all in favor--the motion carried.*

Approval of the Minutes: *Clare motioned to approve; Jill seconded, all in favor--the motion carried.*

ANNOUNCEMENTS/COMMUNICATIONS:

- Announcements include:
 - E-Vote [results](#) from June approving the budget.
 - E-Vote [results](#) from July for Development Director with annual review, includes salary increase and increase in hours per week.
 - [DRAFT - Nonschool Organizations/Groups/Individuals](#)
- Acknowledgements include:
 - Clare's eldest got married!!!
- Old Business
 - Committee Guides from Strategy Session
 - [Allocations](#)
 - [Marketing](#)
 - [Community](#)
 - [Executive](#)
 - [Finance](#)
 - [Events](#)
- [NEW Development Director Job Description](#)
- [NEW Board Member Responsibilities](#)

- **New Business**
 - [DRAFT Bylaw Review](#) - Email coming tomorrow! Provide feedback by 9/8, vote in October.
 - VOTE: Insurance change recommendation - Shawn Leh, State Farm/Seltzer Group, small savings.
 - *Michelle motioned to approve; Jim seconded, all in favor--the motion carried.*

TREASURER:

- [Committee Report](#)
- VOTE: Reimbursement for Val for photobooth - Two months + annual subscription = \$1,726.82. Budget was proposed for \$1421 - seeking approval for an additional \$305.82 in reimbursement for Val to take the subscription through August 31, 2024.
 - *Jill motioned to approve; Clare seconded, all in favor--the motion carried.*

- Financial Summary June-July 2023:
 - Total Income: \$4,700

- o Total Expenses: \$3,459.24
=Ending Cash Balance \$61,775.75

Financial Summary Fiscal Year Report

Financial Summary Fiscal Year 7/1/2023-6/30/2024																
			July	FY23-24 YTD												
Starting Cash Balance			60,534.10	60,534.10												
Income																
Fund Raising	Golf Tournament	Income	4,486.14	4,486.14												
		Expense		-												
		Net	4,486.14	4,486.14												
	Sporting Clays	Income	250.00	250.00												
		Expense		-												
		Net	250.00	250.00												
	5K and Fun Run	Income	\$ 30.00	30.00												
		Expense	200.00	200.00												
		Net	(170.00)	(170.00)												
	Cornhole	Income		-												
		Expense		\$0.00												
		Net	-	-												
	Miscellaneous	Income		-												
		Expense	\$ -	-												
		Net	-	-												
Total Fund Raising Net			4,566.14	4,566.14												
	General Donations	Partners	\$ 99.44	99.44												
		Restricted Donations		-												
Total Donations			99.44	99.44												
Grants				-												
Investments	Interest		\$ 35.31	35.31												
Total Income			4,700.89	4,700.89												
Expenses																
General Administrative			117.22	117.22												
Payroll			3,292.02	3,292.02												
Marketing																
Finance																
Community			50.00	50.00												
Total Expenses			3,459.24	3,459.24												
Allocations																
Total Allocations			-	-												
Cash Balance 7/31/2023			61,775.75	61,775.75												
Net Assets 7/31/2023				61,775.75												
Notes																
<table border="1" style="margin: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;">Bank Acct Check At 7/31/2023</th> </tr> </thead> <tbody> <tr> <td>Paypal</td> <td style="text-align: right;">\$3,029.16</td> </tr> <tr> <td>New Tripoli Bank Savings</td> <td style="text-align: right;">\$44,031.08</td> </tr> <tr> <td>New Tripoli Bank Checking</td> <td style="text-align: right;">\$14,715.51</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$61,775.75</td> </tr> <tr> <td>Difference</td> <td style="text-align: right;">(0.00)</td> </tr> </tbody> </table>					Bank Acct Check At 7/31/2023		Paypal	\$3,029.16	New Tripoli Bank Savings	\$44,031.08	New Tripoli Bank Checking	\$14,715.51	Total	\$61,775.75	Difference	(0.00)
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COMMITTEE REPORTS:

Allocations:

- [Committee Report](#)
- Mini-Grant Program applications revised and will be sent out soon.

Finance:

- Bank Account Credit Card with Neffs - work in progress, controls forthcoming in the Bylaws
- FY Report will include our taxes that will be filed.

Events:

- [Committee Report](#)
- Golf Tournament- Friday August 11--44 paid golfers (most in the last few years!)
- Clay Shoot- Sunday, October 22 --volunteer & food sign up coming soon!
- Corn Hole- Saturday February 24th, snow date February 25th

Marketing:

- [Committee Report](#)
- [Tiger Takeovers](#) – Olde Homestead 8/24; Thunderhead Lodge 9/28; Retriever 10/20. Several secured for 2024.
- Community Events - [NITC](#) 8/19--still need a few volunteers to sign up to spread out the workload!
- Confirmed Tree Lighting in December.

Community Engagement:

- [Student Ambassador Program](#) and [Staff Advisory Group](#) are kicking off for the school year
- VOTE: Employee Giving Campaign - 5 vacation days approved (min \$5/pay), 4 x \$50 Amazon gift cards in Budget (any donation)
 - *Clare motioned to approve; Michelle seconded, all in favor--the motion carried.*
- Back to School Nights - Please consider signing up!

Executive:

- Committee Report:
 - Board Member Self-Reviews & Responsibilities (Signatures Needed Tonight)
 - Resignations: Curran and Courtney
 - Applications: [Joe Velarde](#), [Greg Kuhn](#), [Sarah Halpin](#)
 - October Board Meeting--Elections- will hold nominations asynchronously, vote in person.
 - December Board Meeting Location- Thunderhead or Fogelsville Hotel

DEVELOPMENT DIRECTOR

- Goal Tracking Update - [visit Bloomerang](#)
- [Event Sponsorships](#)
- List for Donor Appreciation Event sent out, please give feedback.
- Mailing brochure was sent out to all student households plus donors!

Other Business:

- VOTE: Open Board Position Voting (3)
 - *Jill motioned to approve; Clare seconded, all in favor--the motion carried.*
- Development Director Salary/Bonus Structure
 - Discussion and e-vote prior to next meeting.

ADJOURNMENT:

Clare motioned to adjourn the meeting @ 7:20 PM, Val seconded, all in favor--motion passed.



NURTURE | GROW | PROSPER

Next Meeting: October 9, 2023 @ 5:30 PM – Administrative Building