



Jennings County youth Foundation

Meeting Minutes

April 3, 2013

Jennings County Public Library

Emeritus Board Member induction ceremony (5-6p):

- Attendees: Kelly Hatton, Sunshine Galliher, Shannon Palmer, Gary Smith
 - ❖ Kelly opened the meeting with welcome remarks at 5:30 and an explanation of Emeritus Board Member status as an honorary board member in recognition of helping to start JCYF
 - ❖ Gifts of appreciation were presented to those in attendance
 - “Priorities” framed desk print with engraved plate on back “JCYF Emeritus Board Member 2013)
 - Gifts will be distributed to those not in attendance
 - ❖ Kelly gave an update on recent JCYF activities, new board members and officers, 2013 upcoming events and new programs (including the Saturday Series and Energize IN)
 - ❖ Meeting concluded after refreshments and general social time

Quarterly Executive Board meeting (6-7p):

- Attendees: Kelly Hatton, Sunshine Galliher; there were not enough board members in attendance for a quorum, so any issues that require a vote will be handled via email.
 - ❖ Meeting started at 6p
 - ❖ Corrections to the last meeting minutes (special session)
 - Kelli Garris’ name was spelled wrong
 - Minutes approved with corrections
 - ❖ Treasurers Report
 - Will be emailed to the group by Kelly Hatton
 - Including 2012 year end and Q1
 - ❖ By-laws revised
 - Tabled to email for vote on revised bylaws
 - Board members will get with Shanon Stalnaker to sign the official master copy
 - ❖ Storage

- We have officially moved into the new storage facility
 - A small closet in the old concession stand at city park (near park office)
 - The room has our JCYF padlock on it
 - Keys are available to board members upon request
- ❖ Committee Assignments
 - A key goal in 2013 is for JCYF to utilize the committees
 - Establish a chair for each committee
 - Develop a plan of action/Goal and corresponding budget
 - Build membership in the committees
 - Monthly committee meetings (not every committee will meet every month, but one or two will likely be happening every month)
 - Kelly made the following committee chair appointments:
 - Soyna Browning ~ PR/Promotion Chair
 - Sunshine Galliher ~ Event/Programming Chair
 - Kelly Hatton ~ Financial/Fundraising Chair
 - Kelly Hatton ~ Steering Committee Chair
 - Jen Baldwin ~ Involvement Committee Chair (Teen group & adult volunteers)
 - Kelly will send out goals to each committee chair as soon as possible
- ❖ Committee Updates
 - Most committees are currently focusing on Youth Health & Safety Free Fun Fair (YHSFFF) and Saturday Series
 - PR/Promotion ~ transitioning from Shannon Palmer to Sonya; fine tuning procedures
 - Event/Programming ~ focused on YHSFFF; event planning meeting to follow
 - Fundraising ~ Finishing YHSFFF, working on 5K, Energy Grant, Finalizing Kids Camp budget/scholarship funding, pass through fund for building, 2013 budget completed (will email), Tentative operating budget for youth center (funding options, etc.)
 - Steering ~ looking into options (repurpose, build, franchise)
 - Involvement (formerly Volunteers/Teens) ~ teen meeting in progress; have 18 volunteers for YHSFFF, looking for 20-25 total
- ❖ Action Items
 - Kelly to email bylaws
 - Shannon to get all signatures on master copy

- Kelly to provide 2012 year end and 2013 Q1 treasurer reports
- Kelly to provide committee chairs with goals & budgets
- Committee chairs to provide updates each quarterly meeting
 - If unable to attend, please provide update to Kelly H prior to meeting
- ❖ Next board meeting
 - July, specific date to be determined
- ❖ Meeting adjourned and followed by event planning meeting