

**Jennings County Youth Foundation
Committee Meeting
May 8, 2019**

Regular Meeting: The Jennings County Youth Foundation held its committee meeting in the Jennings County Youth Foundation office of the Jennings County Education Center, 100 S. Webster Street, North Vernon, IN 47265. The meeting began at 6:00 p.m.

Board Members present were Kelly Hatton, Casey Ernstes, Vicky Lacey, Barb Galliher, and Angi Grider. Also, volunteers Barb Riddle and Terry Baldwin were present.

Agenda

- Purpose
 - The President opened the meeting by letting us know that we would be reviewing the tasks that need to get done.

Members Committee

- Youth Advisory Council
 - We invited 7 essay winners, 2 Key Club members, and 16 Student Council members from the Jennings County Schools. There were 25 children invited to the youth advisory council. Two students have confirmed that they would like to be part of our youth advisory committee.
- Casey is continuing to send out donation receipts and thank you letters as donations come in. However, we need to send donation receipts and thank you letters to the people and businesses that donated for the St. Patrick's Day fundraisers.
- It was brought to our attention that Eastern Star 183 and Masonic Lodge 219 have not received a thank you or donation receipt from 2018. The Masonic Lodge actually donated to the FLASH program for summer food. We will notify Colleen so that she is aware.
- We are going to do an internal workshop to learn how to write grants. We will discuss statistics and common language that should be used when writing grants. This will allow any of us to put a grant proposal together and meet to discuss it before we send it. We need to put a tracking system together to keep track of who wrote grants, deadlines, and things like that. We are also thinking about hosting a grant workshop for other youth serving organizations to help them learn how to write grants. Purdue extension gave us some information about holding a beginning guide to grant writing workshop in our county. We need a minimum of 10 people. It costs \$175 per person. It is a 2 day workshop and includes all materials, snacks, and lunch. The two days are typically scheduled 4 weeks apart. We can also go to Columbus library to do grant writing classes for free.
- CPR & First Aid Training
 - Kelly has someone that can come and provide us with CPR & First Aid training for \$17. Kelly can set up a time for her to come here. We need to know how many people and when we could do it. The leaders for the Summer Kids Camp

need to be certified. We need to contact Dakota Collins to see how many of them need this training. Also, we can invite others as well. I will send out information to Taryn Broadus as well to see if any teachers still need to take this.

Communications & Outreach Committee

- The school flyer is complete and being printed. We will be delivery those on Monday.
- Our Summer Food Program legal ad will be in the paper next week.
- The Boys & Girls Club public hearing has already be done and is paid for.
- Everything is complete on the community & outreach list.
- Fundraising
 - Flyers have been printed and brought to businesses for Casino Night. The newspaper will be writing an article about the Casino Night. The Roundabout made an advertisement and we received a bill for that. Someone suggested that we contact the Columbus newspaper about the event. Casey will contact the radio stations to add the events to their calendars. The table sponsor letters did not go out to businesses. Angi took some letters to distribute to businesses. We discussed our goal was to get 25 table sponsors. We also have a goal of selling 5 corporate tables. Currently, we have sold 2.
 - Barb is going to share her grant tracking spreadsheet. She said they are all due in June except the United Way and Women's Giving Circle.
 - Kiwanis wants us to help with the fair parking. We need to sign up to help. The volunteers have to be 18 or older. The times are June 10-15th from 3:30-5:30 and 5:30-7:30. We are going to put out a volunteer sign up sheet to get help with this. The money will be distributed based on how much we work.
- Events
 - We need to continue working on selling tickets for Casino Night. We made a list of alcohol to purchase for the event. We decided Busch Light, Bud Light, Coors Light, Budweiser, and a dark beer. We will purchase cans because he can buy back any that we do not sell. Angi is going to talk to John Doran about donating some wine. We are going to look at purchasing some wine coolers as well. Angi is going to contact Auzzie to DJ for us. We have 17 volunteers and we need about 28 volunteers to help out.
 - Pack the Bus will be the entire month of July. We don't have to do anything but make a banner for it. Walmart will be doing everything. Donations will be collected by the cashiers and they will be put in the bus at the end of the night.
 - June 8th is the car wash. We are going to monitor and have children wash the cars.
 - June 17th and 18th is Marco's Pizza. People call in and order a pizza. They just have to say they are supporting Jennings County Youth Foundation.
 - Handprints will be sold at Pyroville Fireworks. We are still waiting to hear from Casey's General Store. We are going to contact other businesses to see if we can sell the handprints there.
 - The Enchanted Ball is July 20 is 5-10PM. Parents will not have to stay. We will offer a parent night out and they may stay if they want to. Tickets will be \$25 for

kids. We will invite Disney characters and the Miss Indiana and Jennings County Fair Queen.

- The Back to School Bash will be Aug. 3 or 4. We are working on details about the location and time for this event. We will get 4 bouncy houses for \$500. Verizon is going to partner with us and hand out backpacks that day. Kids will get to eat for free using our Summer Food Program.
- The Amazing Race Run will be on Sept. 21 beginning at 9AM. People will compete in teams of 2 to win money.
- The ATV Ride will be Oct. 5. Angi and Cindy will be coordinating this event. We will do the silent auction.
- Nov. 2 will be the Masquerade Ball from 6-11PM at the Community Building. We will get a string quartet and this will be an adult event. We can ask the high school jazz and Eugene Rudicel. We will have a silent auction.
- The Ugly Sweater thank you dinner is 6-8PM at the Community Building. We will do a raffle at the event.

Programs and Outreach Committee

- Summer Food Program
 - We have 3 sites for our Summer Food Program. Latchkey will be a closed site. This will only be available for the Latchkey students. Our two open sites are First Baptist Church and the FLASH program in CSL. FLASH also hands out boxes of food for parents. We also have 4 churches that have coordinated their Vacation Bible School and they are going to be serving food to the kids throughout the summer. We will also be feeding the kids at our summer camp. Vicky will be the site administrator. She will make sure we are spending the money allotted and turning in documentation. Barb will be supervising the sites. Next year we will not be able to do the Summer Food Program at a closed site so we will not be able to have it at Latchkey. There are opportunities for volunteers to help at these sites. Training will be next Monday, Tuesday, and Wednesday at 6PM.
- Summer Kids Camp
 - Casey is going to plan the camp for \$3,900. We are going to go through things for next year. She is working on themes for the days to get an idea of what she wants to do. Kelly told her to look through the older Kids Camp books.
- Storage
 - We are looking for storage for our Affordable Christmas items. We tried to go get one that we found on Facebook, but someone had already gotten it. Cindy is supposed to be asking about a storage unit. Barb said Walmart might be able to lend us a big storage container for us to fill with toys. We would keep them there and lock it up. Our concern is that the would be taken accidentally. We could put a big sign on it.
- Insurance
 - Barb talked to our insurance company. The \$4,000 was for all 4 years. They said that we did not have enough insurance. Kelly is going to take that action item and follow up with our insurance representative and review our plan.

- Books
 - The books are going to be audited as soon as possible. We are working on scheduling that time with the accountant. We are still prepping Quickbooks for the 2018 990 that is due on May 15. We are meeting Monday, Tuesday, and Thursday at 6PM to work on the Quickbooks so that we can do the 990. The checking accounts are balanced and we are matching it to the Quickbooks.
- Boys & Girls Club
 - The fundraising is taken care of. We do not have a goal yet for how much we need to make, but we have events every month. We are working on step 6 forming our advisory council. It isn't quite completed yet, but is close. We are forming our advisory council and youth council. We need to bring more people onto the advisory council. Kelly recommends that we make a Boys & Girls Club committee. The advisors are the people in the city that are helping us with the grant, but there are some other people in the community that we would like to invite to join the group. We have lots of ideas for the location and we are working to secure one of these locations so that we can determine the cost and determine how much money we need to raise. This is step 9. We can start building once we have the funds. January we will start looking for a director and we still want to break ground in 2020. The block grant is a potential \$500,000 that we could get to help with the funding. We will be applying in the fall. We have 863 responses to our community survey about the amenities they would like at our Boys & Girls Club. Barb, Kelly, and Vicky will be going to the Boys & Girls Club conference on May 9 and 10. We have been talking to the guy that runs the Boys & Girls Club in Seymour. We are also going to visit the one in Corydon to get an idea of what our facility could look like.

Action Items

- Print and mail the donation receipts and thank you letters for St. Patrick's Day
- Casey will share the the donation receipts and thank you letters
- Make and share a document with grants
- Barb will follow up with Columbus grant writing to see if we can do a class here at the Jennings County Youth Foundation
- Contact Columbus paper and radio stations to advertise the Casino Night
- Get types of alcohol list
- Talk to John Doran about t-shirts and alcohol
- Angi is going to get DJ
- Volunteer SFSP sign in sheet
- Kelly will follow up with our insurance rep about the coverage that we need
- Vicky is going to contact businesses about our handprint fundraiser
- Casey will make a list of things for all fundraiser so we everyone can help
- Kelly will do the raffle item for the Ugly Sweater thank you dinner
- Let volunteers know about all the opportunities to help
- Make a volunteer tracking sheet
- Angi is going to ask about Storage Express

- Casey needs to get an estimate for CPR training and possible dates
- Kelly will send Casey the link to the Fair parking

The Board Members of Jennings County Youth Foundation did not discuss any subject matter other than that specified in the Public Notice.

BOARD MEMBERS

Kelly Hatton- President

Tina Kuzdal

Angi Grider- Vice-President

Casey Ernstes

Barb Galliher- Secretary

Vicky Lacey

Cindy Summerfield- Treasurer