**Youth Development Council of Greene County**

**Board Meeting May 18, 2015**

**Present**:

**Staff**: Mike Alley. **Board Members**: Bishop Michael Jackson, Ron Morris, Heather Myers, Barbara Nye, Ginny Reese, Carl Schmitt, Andrea Whitmarsh, Pastor Chuck Winner. **Advisory Council**: Pete Costigan, Roy Dye, Dumisile Martin, Bert Nye, Pastor Jane Piver. **Guests:** Barbara Jenkins.

**Approval of Minutes**: The minutes of April 20, 2015 were approved with the correction that “SFO” should be “SFA” (Student Friendship Organization), and Fry should be Frye.

**Treasurer’s Report**: **(Bishop Jackson)** Bishop’s latest report dated May 15, 2015 showed a check book balance of $55,152.79. A deposit inquiry on May 18, 2015 shows a balance of 57,193.38, with three outstanding checks in the total amount of $2,040.59. The treasurer’s report was approved.

**Reports from Committees:**

 **Finance Committee:** (Pete Costigan): Scott Wood and Pete tested out APLOS, an online accounting software designed for non-profits. During the free trial period Scott entered all of YDCs financial data for 2013, 2014, and up to the current time. The Board accepted the recommendation of the finance Committee and voted to approve the use of APLOS at the standard option for $40/month, which has unlimited access in terms of numbers of members who can access it, and has some donation management capabilities. Roy Dye filed YDC’s 990EZ tax return for 2014 with the IRS before the May 15th deadline. Scott Wood filed YDCs 941 payroll tax withholding statement for the 1st quarter of 2015 before the same deadline. Scott Wood submitted an invoice for $350 covering setting up YDC accounts on APLOS and data input (6 hours), and for preparing the 941.

**Fundraising Committee:** (Roy Dye): Roy passed out a report dated May 15, 2015. The total raised so far from the targeted mail campaign and including the pledges from CACF and the Public Safety Foundation comes to $45,940. A third mailing will go out within the week to people who did not respond to last year’s fundraising letter. The Committee will continue to pursue grants and is planning for a community dinner in the fall. There was discussion of the need for a compilation report, a limited examination of financial records, which is less than a full audit, by an outside party, and which is required as a part of the NAP (Neighborhood Assistance Program) application for tax credits. A motion was made and passed by the Board to spend up to $350 to have the compilation report done. It may be useful for other grant applications.

**Personnel Committee:** (Ron Morris) Ron submitted a report from the May 13 meeting of the Personnel committee with Executive Director, Mike Alley. A motion was made and approved for the Board to go into executive session for discussion of personnel and compensation issues at 5:51 pm. A motion was made and passed to come out of executive session and back into public session at 6:11 pm. Carl Schmitt summarized the three recommendations of the Board: that the error in not doing FICA withholding for after-school program staff be resolved by withholding the amount from the final paycheck, that the error in deducting too much FICA withholding for the Executive Director be resolved by granting him the owed amount as a bonus, and thirdly, extension of the Executive Director’s contract for the next seven months through December 2015, with a pay raise of $500/month beginning in June. A motion was made and approved in open session to pass the above recommendations.

**Executive Director Report**: (Mike Alley) Mike submitted a report dated May 18, 2015. The principal of Nathanael Greene Elementary has written a recommendation for the work of the after-school program for use with grants. Mike reported many good things like trustworthy relationships with YDC parents and kids, accomplishments of YDC students such as high test scores, higher reading levels and sharing about how they are helping others, and a successful character building program with the JMU students, and the Soap Box Derby project. Summer camp registration has begun, as well as planning for camp. Mike has a budget for Camp which he will email to Board and Advisory Council members.

The meeting was adjourned at 6:30 pm and the Board welcomed the graduating seniors, who have volunteered with the SFA and the after-school program, and their families for a recognition ceremony.

The next meeting will be held on Monday, June 15, at 5 pm.

Respectfully submitted by Ginny Reese