

Youth Development Council of Greene County Board Meeting, December 21, 2015

Present:

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

Approval of Minutes: The minutes of November 16, 2015 were approved with fix of one typo.

Treasurer's Report: (Bishop Jackson) The ending balance on the Treasurer's report report dated December 21, 2015 is \$45,644.88. Four checks are still outstanding, in the amount of \$2,826.31, which will lower the balance by that amount when cashed. The report was approved. Bishop set it up with the bank so that several people can view YDC checking account activity, including Scott Wood. In fact, Pete Costigan, as chair of the Finance Committee, and Bert Nye, as Assistant Treasurer, already could do this. Bert is also a signer on the account. A motion was entertained and seconded that the YDC Treasurer, Assistant Treasurer, Accountant, and Finance Committee chair all should have "View" authority on the YDC bank account. This was passed unanimously.

Fundraising Committee Report: (Roy Dye) Ron Morris presented the \$10,000 check from CACF which was received in December, to the Fundraising Committee, to loud applause. Roy handed out a two page report from the Fund-raising Committee, which met on December 16. Page two is a snapshot of fund-raising activity during the entire year in 2015. The total amount raised came to approximately \$83,000. Targeted mail raised \$48,026, Grants/Gifts came in at \$26,500, the Country Dance raised \$6,627, and \$1,821 in a miscellaneous category. Plans for 2016 include small group discussions in private homes with those who have been significant donors to YDC in the past, with the hope of getting multi-year, or large, commitments from these donors. Other plans include a March letter to targeted donors, expanded as possible, a repeat of the Country Dance in the Fall, and additional grants, including exploring new sources. Other goals of the Committee including setting up recurring monthly donations on website, developing donor email list, getting donor information into APLOS, renewing CNE membership, and raising public awareness of YDC were outlined.

Finance Committee: (Pete Costigan)

Pete submitted a Proposed and Revised Proposed 2016 budgets for YDC. The revised budget taking into account the recommendations of the Personnel Committee for Mike's salary, cut the After-school program in the new year down to 12 weeks, in Fall and Winter/Spring, and cut the middle week between summer camps out, allowing the proposed budget to stay under \$100,000, at \$99,900. Pete also submitted a sheet showing ending monthly balances in the YDC checking account during 2015, and showing the average monthly balance for the year of \$48,243 as of November 2015. Pete also submitted an income/expense statement for November 2015 from the bank account, showing that expenses were \$3,497 greater than income. In future Pete would like to present a quarterly report from APLOS showing year to date status of expenditures and income as against the projected budget, in

January, April, July, and October, with monthly reports in the interim months. Bert Nye discussed a prospective cash flow plan, which is simply a management tool that will allow YDC to compare what actually happened with income and expenditures against a plan that predicts income and expenditures throughout the year. This will be further discussed in January. Ron asked for clarification that all expenditures have been made so that the financial books are closed for the year (answer was yes) .

Personnel Committee Recommendation: (Ron Morris) The Personnel Committee after two meetings made a recommendation of a salary of \$50,060 for the Executive Director Salary assuming a four day/week after-school program. This figure includes FICA deductions. The salary after FICA is \$46,500, with FICA deductions amounting to \$3,560. Individual Board members and Advisory Committee members were asked to say whether they were in favor of going ahead with a four day/week program in 2016. Each member expressed their view in favor of going ahead with the four day/week program. Ron Morris asked if any members would prefer to go into executive session, but there was no interest. A motion and second to accept the recommendation of the Personnel Committee and also go to a four day/week after-school program beginning in February 2016 passed unanimously. The new contract for the Executive Director will begin January 1, 2016.

The meeting was adjourned at 7:05 pm. The next meeting of the Board is scheduled for January 18.

Respectfully submitted by Ginny Reese