

BOARD MINUTES



Date: 8/17/24 (official business prior to 2024 GEF Retreat)

Location: Greenwood Public Library

Attendance: Tiffany Woods (Executive Director), Joe Harding (President), Peter Goerner (Treasurer), Amy Jones (Secretary), Megan Zaborowsky (Vice President), Dawn Arnold, Julia Reynolds, Michael Zafiroff, Tracie Rhynearson, Phil Strack, Chloe Moton, Shawn Bauer, Mark Wallischeck, Jill Griffith, David Dean, Angie Glynn, Jen Whitson, Dr. Terry Terhune (*ex-officio*), Carolyn Goerner (facilitator)

1. Call to Order: 9:01 a.m.
2. Treasurer's Report:
 - a. Peter reports that July was quiet; all scholarship checks have been cashed; still have the open account with 5/3 while we wait for pending auto deductions from that account for services
 - i. Signed up for discounted technology software offered to 501(c)(3)'s - get Wix and QuickBooks at 70% discount
 - b. Discussion about changing our fiscal year to match our program year, would change the "year end" to June 30th; would have a 6-month end of year report and then move on to an annual report
 - c. **Motion to approve Treasurer's Report made by David D., Second made by Jen W. Board Approved.**
3. Review of the Minutes from July's meeting:
 - a. No changes noted
 - b. **Motion to Approve May Minutes by Mike Z., Second by Dawn A., Board approved.**
4. Review of New Policies (the policies we must have to comply with the CDBG audit)
 - a. Peter discusses and describes the proposed Financial Policy, answers questions
 - i. **Motion to Approve proposed Financial Policy, by Angie G., Second by Jill G., Board approved**
 - b. Amy discusses and describes the proposed Employee Manual, answers questions
 - i. **Motion to Approve proposed Employee Manual, by Mike Z., Second by Dawn A., Board approved**
5. Limited Committee Business:
 - a. GEF Cares (report from Julia):
 - i. Highlight Mental Health – change of date to the week of October 11th (10/11 is the game day); Anthem is not covering cost of the swag, so we need to get sponsors for event to acquire products; Tiffany trying to find sponsors in the mental health realm (Valle Vista, Charlie Health, Adult & Child etc.); need about \$5000; google doc has been updated with a HMH tab for sponsors

- b. Special Events – we are participating in the GHS Homecoming parade 9/19 and will use the bus; will ask board members to donate candy; also **Motion to Approve up to \$200 for purchase of parade candy, if necessary, by Shawn B., Second by Chloe M., Board approved**
 - 6. Old Business:
 - a. JCCF Grant update: GEF was selected as one of 14 organizations asked back to present their grant proposals to JCCF in person; Tiffany presented, Amy and Peter attended, and we must wait until August 22nd for a final determination; we applied for a total of \$162,000 (our portion to raise is \$81,000)
 - 7. Business portion of the meeting adjourned: 9:16 a.m.**
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Next Regular Meeting: September 9, 2024