

Minutes

Present: Cara Beisert, Teresa Fout, Tara Beachy, Megan Pellegrino, Deanna Parks, Jenn Campbell, Stephanie Heline

Excused: Melissa Sliman-Lombardi, Megan Seeley

- I. **Call to Order**—The Executive Committee of the Junior League of Stark County, Ohio Inc. met on Tuesday, June 24 at Fout Law Office. Cara Beisert called the meeting to order at 6:34 pm.
- II. **Routine Matters**
 - a. **Establish Quorum**—A quorum was established
 - b. **Agenda** Change VIII to “Old Business,” Change VIII A. to “Etcetera printing,” then reletter the following items. Cara will report for Megan Seeley under II C. and III, and for Melissa Sliman-Lombardi under VII B. Deanna Parks moved to accept the agenda as changed: Jenn Campbell seconded the motion. Motion carried.
 - c. **Minutes** – Megan Pellegrino moved to approve the minutes, Tara Beachy seconded the motion. Motion carried.
- III. **Secretary Report (Enclosure 2)**
 - a. Secretary’s report was presented by Cara Beisert. Member status changes were reviewed and were addressed in voting matters.
 - i. Leaves of Absence – Board talked about the need to discuss whether a member on LOA still gets credit for that League year and/or changes to policies relating to Active members who are unable to fulfill membership requirements receiving credit for time served.
- IV. **Treasurer’s Report (Enclosure 2)**
 - a. Treasure’s report and financials were reviewed. Tara Beachy reported on the financials as of June 6, 2014: Key Bank Checking=\$73,516.48, as of June 16, 2014: MSSB=\$175,079.16 and SCF= \$122,223.11 and a total for all accounts =\$370,818.75.
- V. **President’s Report (Enclosure 2)**
 - a. President’s report was reviewed by Cara Beisert.
 - i. Cara Beisert reported that there is still no WOY Chair Elect. All Sustainers on the slating list have been contacted and declined.
 - ii. After some discussion, **Jenn will contact Rosanna for a list of Active members who listed WOY committee as one of their top three choices**, in hopes that one of them may be willing to chair.
 - iii. **Once we have a list, Cara will conduct a Board vote via email.**
 - iv. Upcoming Council meetings
 1. Jen Campbell: July 14, 2014, 6PM Café Gelato
 2. Stephanie Heline: June 26, 2014, 6PM Starbucks, Belden
 - v. Send all monthly reports to Cindy unless otherwise indicated.
- VI. **President Elect’s Report**
 - a. Sonic Stitching – Teresa Fout reported on prices for various items of JLSC apparel. Board suggested obtaining prices for other items of apparel.
 - b. **The Shack – Teresa Fout will also obtain prices from this vendor.**

VII. Council and Committee Reports (Enclosure 2)

- a. Community Council report was reviewed by Stephanie Heline.
 - i. SP: Major Project – SP Chair Karen Stock sent out an E-blast last week asking for input from members; has received input from Melissa Sliman about a Safety Town.
 1. Board would like to redirect SP away from revising the YFAY process, and toward generating an entirely JLSC created project. Once that project is chosen, we can look at community partners if that makes sense. But we might not partner with anyone. SP needs to be looking at the United Way report, investigating what other Leagues are doing (AJLI website – knowledge center), come up with a broad overview of the scope of the proposed projects, and approximate cost.
 2. SP Chair has expressed concern about whether SP Committee should be permanently tasked with this assignment. Board discussed and decided that SP is an appropriate committee to handle this assignment in the future because they won't be doing it every year, and the committee usually consists of experienced members who have been historically underutilized.
 3. Cara has created an evaluation for community partners
 - ii. Community Advisory Council – Judy Scheurer and Sarah Buell agreed to be on CAC committee. Still waiting to hear back from Para Jones and Suzanne Halm.
- b. **Finance Council Report** was reviewed by Cara Beisert.
 - i. Macy's Shop for a Cause – passes were distributed to Board members to sell for \$5 each. Donations are not tax deductible. Checks need to be made out to JLSC.
 - ii. Major Fundraiser Chair requested new revenue line item to track money raised for each fundraiser. Instead, Board will direct Cindy to set up a spreadsheet for each fundraiser, keep track of the monies received on each date, put all payments in envelope and deposit, after checking against spreadsheet, on Aug 24.
 - iii. Shady Hollow would love to host Gala for free.
 - iv. Reverse raffle was discussed.
 - v. Megan Seeley to be voted as Treasurer for Major Fundraising Committee. Voting on this matter was inadvertently missed. Board will vote next month.
 - vi. Auction Software – need new cloud based software for Gala with need minimum commitment/expenditure because we do not know how long we will be doing Gala. **Cara will finalize the review and send the top three to Melissa and Lora for evaluation.** Board anticipates a vote next month to increase the budget to cover the purchase of software.
- c. **Sustainer Council's Report** was reviewed by Megan Pellegrino
 - i. We need to re-slate potential chair elects for the WOY committee
 - ii. Megan has reached out to Rosanna inquiring as to what members are to be placed on the WOY committee as committee members, as well as any who may be interested in serving on the Sustainer Council.
 - iii. Sustainer Deaths: Jeanne Cullens, Marilyn Williamson – cards were sent and endowments made in honor of these members.
- d. **Training and Development Council's Report** was reviewed by Jenn Campbell
 - i. Admissions/Provisional – wants business cards to hand out to potential members.
 1. Board concerned that Gervasi is a difficult venue for getting business done, and could be expensive.
 2. **Jenn will ask Kari Willoughby will contact AP committee members who have not responded to emails from AP Chair Sarah.**
 - ii. Membership Meetings and Training

1. Wants to do a Survey Monkey to membership for training ideas: goal-setting, body language, communication, difficult conversations, effective feedback, finance training, cold-calling, how to ask for donations, time-management, gardening, yoga. Training survey – link will be added to next E-blast.
 2. Any objection to GMM at a church – approved so long as no organized prayer beforehand.
 3. November – Board recommends having a regular meeting so we can start discussing the Major Project.
 4. December 9 – Winter social at Shady Hollow is approved. Board cautions MMT not to plan too many events at Shady Hollow, or just in Jackson, for that matter.
 5. February – retirement home location approved.
 6. All Ohio Food Drive – Megan Pellegrino will facilitate. March has historically been the month that this is done, however, not April.
 7. Board discussed proposal for GMM start time be changed to 6PM, with the social following. Board is concerned many people would not be able to make it there by 6PM.
 8. The need for a certain amount of flexibility regarding this year's GMMs was stressed. Much depends on Strategic Planning's findings and the need to discuss project based topics.
- iii. Leadership Placement – Kari is waiting to assign mentors, until membership status changes are complete.

VIII. Old Business

- a. Printing – Megan reported that Sliman's is committed to keeping JLSC as a client, and is willing to temporarily eat the additional cost of four-color printing. Sliman's prices have remained the same, but the recent price increase is due to the four-color printing. The new version of Publisher creates 4-color documents. Sliman's uses "In Design." WRL did the template for the newsletter for free for us last time.
 - i. **Cara agreed to price "In Design"**. Another temporary solution would be to reinstall the older version of Publisher, which created two-color documents.

IX. New Business

- a. Yearly Awards: discussed renaming awards to "Provisional Award," "Active Award," "Leadership Award."
 - i. Monthly Shining Star Award: discussed keeping the name of this award the same, but avoid awarding it to an entire committee. If no one is nominated = no award that month.
- b. Trainings – Board agrees that trainings should be held during the meeting, rather than before or after, in order to assure an audience for any outside speakers. Trainings can also be held on a different day than a GMM. Members can conduct "in-house" trainings also.
- c. May GMM Change – Board discussed making the May GMM more of a relaxed, casual environment, very little business, with music, more engaging, celebration of successes for the year. Perhaps invite other family members to see members installed in Leadership positions. Could also invite members of CAC to this GMM and September GMM.
- d. Document retention policy – Board discussed whether we should be retaining committee minutes at HQ, and for how long.
 - i. **Board decided VPs should collect minutes from committee chairs and send them to HQ monthly.**
 - ii. **Megan and Teresa will make recommendation next month for duration of document retention.**

X. Voting Matters

- a. Unpaid Dues List (Enclosure 3) - Cara Beisert moved and Stephanie Heline seconded that we terminate the membership of [REDACTED]. Motion carried.

XI. Announcements and Adjournment

- a. Cara moved to have the meeting adjourned at 9:48 pm. Tara Beachy seconded the motion. Motion carried.