

BALLSTON AREA COMMUNITY CENTER (BACC)
Minutes from Board of Directors Meeting
Monday, March 7, 2022

The monthly Board of Directors meeting of the BACC was held on Monday, March 7, 2022 via Zoom conference call.

BOARD MEMBERS VIA ZOOM:

Jerry Matthews President
Matt Hosek Treasurer
Rich Guerin Secretary
Mark Armstrong
Karen Bradshaw
Kate Dubois

Kym Hance
Ken Hahn
Molly Pezzulo
Liz Roggenbuck
Dottie Sellers

BOARD MEMBERS EXCUSED: None

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Jessica Bradley and Meghan Mensler

GUEST PRESENT: None

MEETING CALLED TO ORDER: 6:30 p.m. A quorum was present.

APPROVAL OF AGENDA:

Motion to approve the March 7, 2022 agenda as presented made by Ken Hahn

2nd – Mark Armstrong

Discussion: None

All in Favor - Unanimous

Nay –

Abstentions –

Motion Carried

APPROVAL OF MINUTES:

Correction to March 7, 2022 meeting minutes made by Ken Hahn: change date November 29, 2021 to February 7, 2022.

Motion to approve the March 7, 2022 board minutes as amended was made by Dottie Sellers

2nd – Mack Armstrong

Discussion:

All in Favor – Unanimous

Nay – None

Abstentions –

Motion Carried

Treasurer's Report: Matt Hosek submitted a written Budget report, Profit & Loss statement, balance sheet, and balance sheet. Presented, discussed and reviewed each report.

Director's & Programs Report: Meghan & Jessica submitted and reviewed the written Directors Report, Universal PreK Newsletter, and the School Age Child Care (SACC) Program Analysis report.

1. Hired 3 out of the 4 employees to work in our Before and After School programs.
2. Set Registrations dates for Summer Programs; 3/15/22 for Current and Returning Families. We will open registration to the public on 3/29/22.
3. We have set the rates officially at \$200 per week for the Summer Day Program, and \$250 per week for the Travel on the Go Program.
4. As of 3/1/22 the Mask Mandate was lifted for Child Care Facilities, and it is now optional in our programs for children, staff, and parents.
5. Submitted Hawley Foundation Grant for \$4,000.00
6. Facility rental / utilization is very high.
7. UPK enrollment for the FY22-23 Program is open and we are accepting applications.
8. We have 2 openings in the UPK Morning Session and 5 openings in the Afternoon session.
9. Provided an update on Kathi.

Group discussion of Summer Travel program and potential increased bus fuel expense.

COMMITTEES:

Executive:

Reminder to all BOD members to adhere to the chain of command that requires all communication and interaction with BACC staff must first be approved by the President.

Motion to move the regularly scheduled BOD monthly meeting to the Second Tuesday of each month to begin at 6:30PM made by Dottie Sellers

2nd – Ken Hahn

Discussion: None

All in Favor – Unanimous of members voting

Nay –

Abstentions – Karen Bradshaw

Motion Carried

Audit/Finance:

Meet on February 23rd. Reviewed January operating statement and reviewed and made a recommendation for summer programs fees.

Fundraising & Gala: No report

Bylaws: No report

House Committee:

Facility generator contract was signed. Expect installation Aug/Sept.
Facility doors expect installation to be done in April.

Program & Personnel:

Motion to promote Noah Marek and Nya Mauro to site supervisors and award an \$0.50 per hour raise made by Dottie Sellers

2nd – Molly Pezzulo

Discussion: Recommendation made by Meghan and Jessica.

All in Favor – Unanimous

Nay –

Abstentions –

Motion Carried

Updated provided by Meg on the interview and hiring process for the Assistant Director position. Requested that we provide pre and after school care services to a candidate's child as part of the proposed benefit package. Suggested that we invite the final recommended candidate to a BODs meeting.

Nominating Committee: No report

Grants:

Reviewing several funding opportunities.

New Business:**Unfinished Business:**

Meg Stevens: Reviewed three proposals received for HR consulting services.

Motion to retain the services of a human resources consultant to Integra HR, LLC.
made by Meg Stevens.

2nd – Rich Guerin

Discussion:

All in Favor – Unanimous

Nay –

Abstentions –

Motion Carried

Good of the Order:**Announcements:**

IRS Volunteer Income Tax Assistance (VITA) Program

Tax Returns	Total Refunds	Avg. Refund	Cost Savings
170	\$525,012	\$3,088	\$51,000

The next board meeting is scheduled for 4/12/22, 6:30 pm at BACC and via Zoom.

Adjournment: Motion to adjourn the meeting made by Liz Roggenbuck

2nd – Dottie Sellers

All in Favor – Unanimous

Nay – None

Abstentions – None

Motion carried

Meeting adjourned at 8:15 p.m.