

Ballston Area Community Center (BACC)
Minutes from Board of Directors Meeting
Monday, May 4, 2020

The monthly Board of Directors meeting of the BACC was held on Monday, May 4, 2020 via Zoom meeting,

BOARD MEMBERS PRESENT: Matt Hosek, Ken Hahn, Meg Stevens, Liz Roggenbuck,

BOARD MEMBERS EXCUSED: Eric Navarra, Jerrilyn Matthews

BOARD MEMBERS ABSENT: None

TOTAL MEMBERSHIP: 6

STAFF PRESENT: Kathi Leigh

PUBLIC PRESENT: None

MEETING CALLED TO ORDER: Meg Stevens called the meeting to order at 6:35 p.m.
A quorum was present.

APPROVAL OF AGENDA:

Motion to approve the May 4, 2020 agenda as presented to the board made by Liz Roggenbuck

2nd – Ken Hahn

Discussion: None

All in Favor - Ken Hahn, Meg Stevens, Liz Roggenbuck, Matt Hosek

Nay – None

Abstentions – None

Motion Carried.

APPROVAL OF MINUTES:

Motion to approve April board meeting minutes was tabled until June meeting.

Treasurer's Reports: Matt Hosek stated that BACC is in for a long haul financially due to Covid 19 though we are fortunate to have strong reserves. Matt noted supplies/expenses are high YTD, and asked Kathi to break out PPE expenses on a separate line item. Looking into the possibility of some credit for BACC insurance expenses since the center has been closed. PPP Loan has been received and money quickly being used.

Director's Report:

Kathi reported that the wording in the BACC personnel handbook under professional conduct has been updated to state no fraternization.

Motion to amend professional conduct policy in BACC personnel handbook was made by Matt Hosek

2nd – Ken Hahn

Discussion: None

All in Favor - Ken Hahn, Meg Stevens, Liz Roggenbuck, Matt Hosek

Nay – None

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Abstentions – None
Motion Carried.

Kathi she is getting more information together to determine viability of summer camp, there may be another zoom meeting scheduled prior to June board meeting. Waiting to get further information and guidelines from the state.

Program Reports:

STANDING COMMITTEES:

Executive: Did not meet.

Audit/Finance: Did not meet.

ADHOC COMMITTEES:

Fundraising & Gala: Did not meet

Membership: Did not meet

Program & Personnel: Did not meet

New Business: None

Unfinished Business: Review of staffing levels. Kathi working to determine how many employees are currently needed; layoffs are a possibility. No college students will be hired this summer. Kathi to make a name change to the line item on the budget -from summer camp to summer care.

Good of the Order: None

Announcements: The next regular Board of Directors meeting will be Monday, June 1, via Zoom. Meeting will start at 6:30pm.

Motion to adjourn the meeting made by Matt Hosek

2nd – Ken Hahn

All in Favor – Matt Hosek, Liz Roggenbuck, Meg Stevens, Ken Hahn

Nay – None

Abstentions – None

Motion carried Meeting adjourned at 6:56 pm.