

Ballston Area Community Center (BACC)
Minutes from Board of Directors Meeting
Monday, October 7, 2019

The monthly Board of Directors meeting of the BACC was held on Monday, October 7, 2019 at the BACC in Ballston Spa, NY 12020.

BOARD MEMBERS PRESENT: Matt Hosek, Ken Hahn, Meg Stevens, Liz Roggenbuck, Eric Navarra, Jerrilyn Matthews

BOARD MEMBERS EXCUSED: Barry Hye, Dottie Sellers

BOARD MEMBERS ABSENT: None

TOTAL MEMBERSHIP: 8

STAFF PRESENT: Kathi Leigh

PUBLIC PRESENT: None

BACC Audit report was given prior to calling meeting to order: Don Espey, CPA at Marchese & Espey was present and reported no issues noted in the audit. His recommendations include continuing to print bank statements and invoices and keep on file for 7 years. Permanent records- to be kept permanently.

MEETING CALLED TO ORDER: Meg Stevens called the meeting to order at 6:29 p.m. A quorum was present.

APPROVAL OF AGENDA:

Motion to approve the September 9, 2019 agenda as presented to the board made by Ken Hahn

2nd – Matt Hosek

Discussion: None

All in Favor - Ken Hahn, Meg Stevens, Liz Roggenbuck, Jerrilyn Matthews, Eric Navarra, Matt Hosek

Nay – None

Abstentions – None

Motion Carried.

APPROVAL OF MINUTES:

Motion to approve the June 2019 board minutes as presented to the board with corrections noted, made by Eric Navarra

2nd –Jerrilyn Matthews

Discussion: None

All in Favor – Ken Hahn, Liz Roggenbuck, Eric Navarra, Jerrilyn Matthews, Meg Stevens, Matt Hosek

Nay – None

Abstentions – None

Motion Carried.

Treasurer's Reports: Matt Hosek reviewed the report: Finances overall look fine, now looking at future raises for staff.

Director's Report: Working on annual budget now. Board must approve our implementation of NYS mandated annual sexual harassment policy training.

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Motion to approve the sexual harassment training for BACC staff as presented to the board made by Matt Hosek

2nd – Ken Hahn

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

Abstentions- Jerrilyn Matthews

Program Reports: Discussed in detail

STANDING COMMITTEES:

Executive: Did not meet.

Audit/Finance: Did not meet.

ADHOC COMMITTEES:

Fundraising & Gala: Gala set for 3/21/20

Membership: No report

Program & Personnel: Need to meet for Executive Directors annual evaluation and review

New Business: Dottie Sellers has resigned her board position due to her new post as president of the BSCSD school board. Bylaws Committee- Ken Hahn and Matt Hosek plan to meet and Nominating Committee- Jerrilyn Matthews, Barry Hye & Ken Hahn- plan to meet.

Unfinished Business: None

Good of the Order: Ken Hahn inquired about where BACC documents are stored and stated they should be kept in fire proof vault with cloud backup.

Announcements: The next regular Board of Directors meeting will be Monday, November 4, 2019 at the BACC, Ballston Spa, NY 12020. Meeting will start at 6:30pm.

Motion to adjourn the meeting made by Ken Hahn

2nd – Eric Navarra

All in Favor – Matt Hosek, Liz Roggenbuck, Eric Navarra, Jerrilyn Matthews, Meg Stevens, Ken Hahn

Nay – None

Abstentions – None

Motion carried Meeting adjourned at 7:29 pm