

BALLSTON AREA COMMUNITY CENTER (BACC)
Minutes from Board of Directors Meeting
Monday, January 10, 2022

The monthly Board of Directors meeting of the BACC was held on Monday, January 10, 2022 at the Ballston Area Community Center & via Zoom

BOARD MEMBERS VIA ZOOM:

Jerry Matthews President
Meg Stevens Vice-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 November 29, 2021 agenda as presented made by Matt Hosek
2nd – Liz Roggenbuck

Discussion:

All in Favor - Unanimous

Nay –

Abstentions –

Motion Carried

APPROVAL OF MINUTES:

Motion to approve the November 29, 2021 board minutes presented to the board was made by Dottie Sellers

2nd – Karen Bradshaw

Discussion:

All in Favor – Unanimous

Nay – None

Abstentions –

Motion Carried

Treasurer's Report: Matt Hosek submitted a written Budget report, Profit & Loss statement, P&L Year End 2021 Comparison to Budget, balance sheet, and balance sheet YOY comparison reports. Presented, discussed and reviewed each report.

1. Noted increase in facility rental income.
2. Announced two new grant opportunities.
3. Reviewed significant increase in IT expense FY2021. Pointed out a new desktop & laptop purchase as contributing to increased expense.

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. Request two staff promotions to site supervisors.
2. Facility experienced an extended power outage lasting three days causing programs to be cancelled for one day. This outage also caused our heating furnaces to malfunction and not turn on.
3. Provided an update on Kathi.

STANDING COMMITTEES:

Executive: All board members are required to complete, sign and submit the following documents:

1. ANNUAL POTENTIAL CONFLICTS DISCLOSURE STATEMENT
2. BACC BOARD MEMBER CONFLICT OF INTEREST AGREEMENT
3. BACC BOARD MEMBER CODE OF CONDUCT AND CONFIDENTIALITY AGREEMENT
4. BACC BOARD MEMBER WHISTLE BLOWER POLICY AGREEMENT

Board members were polled to serve on various committees.

Audit/Finance: No report

ADHOC COMMITTEES:

Fundraising & Gala: No report

Membership: No report

Bylaws: No report

Program & Personnel: Jerry Matthews and group discussion.

1. No viable candidate applied to posted Community Coordinator position.
2. Will change job requirements & title to Assistant Director.
3. Discussed possible need to formally provide an extended leave of absence to the Executive Director. Will obtain advice from an HR consultant.
4. Discussed need for Human Resources consulting services, will solicit proposals.

Nominating Committee: No report

Grants: Rich Guerin – was not awarded a GlobalFoundries grant.

New Business: Rich Guerin presented information on acquiring an emergency power generator for the facility. Will solicit proposals and bring to House Committee.

Unfinished Business: Ken Hahn updated on efforts to have facility doors replaced.

Good of the Order: Rich Guerin provided a VITA Tax update: 6 volunteers, start date 1/24/21. Our team processed 234 free tax returns last year with a public good value of \$72,000.

Announcements: : The next board meeting is scheduled for 2/7/22, 6:30 pm via Zoom.

Adjournment: Motion to adjourn the meeting made by Mark Armstrong

2nd – Ken Hahn

All in Favor – Unanimous

Nay – None

Abstentions – None

Motion carried

Meeting adjourned at 7:40 p.m.