

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

The monthly Board of Directors meeting was held on Tuesday May 10, 2022 via Zoom conference call.

BOARD MEMBERS via Zoom:

Jerry Matthews, President
Meg Stevens, Vice President
Matt Hosek, Treasurer
Rich Guerin, Secretary

Mark Armstrong
Ken Hahn
Kate Dubois
Molly Pezzulo

BOARD MEMBERS EXCUSED: Dottie Sellers

BOARD MEMBERS ABSENT: Kym Hance, Liz Roggenbuck

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 May 10, 2022 agenda as presented made by Kate Dubois

2nd – Matt Hosek

Discussion: None

All in Favor - Unanimous

Nay – None

Abstentions – None

Motion Carried

APPROVAL OF MINUTES:

Motion to approve the May 10, 2022 board minutes as amended was made by Meg Stevens

2nd – Mark Armstrong

Discussion: None

All in Favor – Unanimous

Nay – None

Abstentions – None

Motion Carried

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

1. Still need to hire more summer program staff.
2. Summer camps are completely full with wait lists.
3. Expressed difficulty in recruiting new staff.
4. YMCA, local competitive SACC program closed – lack of staff.
5. Discussion on staffing, capacity and market pay rates.
6. Goal is to increase program participation to maximize revenues.

7. Request to increase SACC fees by \$20 per month.
8. Request to increase minimum new hire and existing staff pay rates to be more competitive in marketplace.

Motion to increase SACC fees by \$20.00 per month and to increase Full/Half Day child care fees by \$5.00 per day was made by Rich Guerin.

2nd – Molly Pezzulo

Discussion: None

All in Favor – Unanimous

Nay – None

Abstentions – None

Motion Carried

Motion to increase new staff starting rate to \$16.00 per hour and increase current staff pay rate by \$1.00 per hour was made by Rich Guerin.

2nd – Meg Stevens

Discussion: Staff turnover rate is 28%. Estimated budget impact of \$25,000 per year,
All in Favor – Jerry Matthews, Meg Stevens, Rich Guerin, Mark Armstrong, Ken Hahn,
Kate Dubois, Molly Pezzulo

Nay – None

Abstentions – Matt Hosek

Motion Carried

Treasurer's Report: Matt Hosek submitted a written Budget report, Profit & Loss statement, balance sheet, and balance sheet. Presented a high-level summary of the reports.

Establishing new bank accounts and updating authorized check signers underway.

COMMITTEES:

Audit/Finance: No report

Fundraising & Gala: No report

Bylaws: No report

Program & Personnel: Meg Stevens, Chair

Presented updated negotiation outcomes with the Assistant Director candidate and a request for an increase in annual salary.

Motion to increase our salary offer by \$10,000 per year to Ms. Colleen Russo, Assistant Director candidate. Proposed new salary rate of \$50,000.00 per year and to include an additional child care benefit package that is valued at \$6,100.00 per year made by Meg Stevens.

2nd – Rich Guerin

Discussion: None

All in Favor – Unanimous

Nay – None

Abstentions – None

Motion Carried

House Committee: No report

Grants: Molly Pezzulo, Chair
No update from our Saratoga County grant application.

New Business:

Unfinished Business:

Announcements:

The next board meeting is scheduled for June 14th 2022, 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 7:30 PM

Respectfully submitted

A handwritten signature in black ink, appearing to read 'Richard Guerin', written in a cursive style.

Richard Guerin
Secretary