

**Assistance League of Salt Lake City
 Board Meeting**

**March 11, 2021**

**MINUTES**

Presiding: President, **Linda Stimpson**

Recording Secretary, **Alisa Parks**

Parliamentarian, **Carol Coulter**

**ANNOUNCEMENT**: With concern for the health and safety of our membership and taking into account coronavirus guidelines, the Assistance League® of Salt Lake City’s Board of Directors met in person at the Chapter House, while observing social distancing, wearing masks, and including at-risk members by teleconference call.

Present: 2020-2021 Board: **Linda Stimpson, Alisa Parks, Carol Coulter, Heidi Makowski, Barbara Slater, Geri Mineau, Jackie Daniels, Ranae Pierce, Lynda Larsen, Antonia White, Val Mercer, LynnMarie Cooper, Ana Facelli, Barbara Engen.**

Via Teleconference: **Randi Sager**

Excused: **Shireen Mooers**

President **Linda Stimpson:** Called the meeting to order at 10:00.

Recording Secretary, **Alisa Parks:** The February 18, 2021, board meeting minutes were approved by the reading committee and distributed to board members.

President**, Linda Stimpson** – **Report Filed**

Insurance Questions

* Do we need AD&D insurance at an approximate cost of $1,300?

Members discussed this issue and will address it further with Craig Niebuhr, from CN Insurance.

Annual Meeting

1. Thoughts about holding Annual Meeting via teleconference with picnic/lunch following.
2. Box lunch after meeting at Canyon Rim Park requires $250 application fee for over 50, Millcreek requires $50 event permit application fee plus $1 million insurance certification (no cost per insurance agent).
3. What about a luncheon at Cottonwood Country Club on their outdoor patio?
4. Other suggestions.
* The Board left the decision up to the Membership Committee.

President-Elect, **Heidi Makowski** – **Report Filed**

Carpets and windows will be cleaned in Chapter House and Thrift Shop before the end of year if funding is available.

*Regular Meeting Request: None*

1st VP, Philanthropic Programs, **Barbara Slater** – **Report Filed**

OSB continues to fill Weekend Food Kits, 500 distributed to Lincoln **Riley** and Edison Elementary Schools.

*Regular Meeting Request: Programs Update*

2nd VP, Resource Development, **Geri Mineau** – **Report Filed**

Mountain Land will host a Virtual Cooking Class Fundraiser March 24, 2021 through
April 8, 2021. More information to come.

*Regular Meeting Request: Mountain Land Fundraiser Update*

3rd VP, Membership, **Ana Facelli** – **Joint Report with Education Filed**

*Regular Meeting Request: Dues Reminder and Solicitation of Ada Edwards Laughlin Award Nominations*

4th VP, Communications, **Val Mercer** – **Report Filed**

**Lynda Larsen** reported the book drive was very successful and thanked King’s English Bookshop. Book sorting will begin on Monday after the Regular Meeting

*Regular Meeting Request: Book Drive (Lynda Larsen)*

Treasurer, **Jackie Daniels – Report Filed**

*Regular Meeting Request: Financial Update and Presentation of 2021-2022 Annual Budget*

Current Year Prior Year

Total YTD Ordinary Revenue through 02/28/21 $738,565 $726,748

Total YTD Expense through 02/28/21 $635,716 $746,592

Net Ordinary Income $102,849 ($ 19,844)

Thrift Shop Income for 06/01/2020 – 02/28/21 $375,428 $509,694

Thrift Shop Income for February 2021 $ 43,008 $ 48,870

Total Cash in Bank Accounts as of 02/28/21 $ 850,850 $796,396

Total Invested Assets as of 12/31/20 $ 496,065 $410,065

Total Cash plus Invested Assets $1,346,915

From Finance Committee

**Motion: I move to adopt a 2021-2022 revenue budget of $819,700 and a 2021-2022 total operating budget of $925,231**.

Rationale: This budgetincludes a planned deficit of $105,531. The money to cover this deficit will be taken from our reserves.

Motion passed board 3-11-2021 place on floor 3-15-2021 Members vote 4-19-2021

**Motion: I move to approve a total Capital Expenditure budget of $128,000 and Capital Equipment budget of $5,000 for Fiscal Year 2021-2022.**

Rationale: The Capital Expenditure budget includes $90,000 reserved for elevator replacement/ refurbishment if needed.

Motion passed board 3-11-2021 place on floor 3-15-2021 Members vote 4-19-2021

**Standing Committee Reports**

Thrift Shop, **LynnMarie Cooper** – **Report Filed**

With anticipated Covid safety mandates changing the Thrift Shop is committed to maintaining safety protocols including wearing masks, limited number of shoppers in store at one time, and hand sanitizing. Daily income continues to increase, hours for 2021-2022 will remain at 12-4 with donations accepted 12-3.

*Regular Meeting Request: Thrift Shop update*

Technology, **Barbara Engen** – **Report Filed**

Social Media continues to grow.

*Regular Meeting Request: None*

Bylaws, **Shireen Mooers** – **No** **Report Filed**

*Regular Meeting Request: Motions on the Floor*

From the Bylaws Committee:

**MOTION: I move to amend Bylaws Article 5 Nominations and Elections. In Section 5.02 Slate Delete “Third Vice President/Membership” and Insert Third Vice President/Member Services.**

**Delete “Education”.**

Rationale: Member Services Chairman replaces former Membership Chairman. Education Chairman is eliminated due to the merger of Education/Membership committees.

Passed Board 02-18-21, Placed on the Floor 02-22-21, Members Vote 03-15-21

**MOTION: I move to amend Bylaws Article 6 Officers and Their Duties, Section 6.05 Third Vice President/Membership. Delete 6.05 Third Vice President/Membership and all text that follows in a) through (g). Replace entire Section 6.05 with:**

**6.05** **Third Vice President/Member Services.** The Third Vice President shall:

 **(a)** Be Chairman of the Member Services Committee;

 **(b)** Be a member of the Member Services committees;

 **(c)** Report at meetings of the Board and membership;

**(d)** Appoint, with Board approval: Chairs of the Member Services committees; the Mentor Coordinator; the Corresponding Secretary; the Volunteer Hours Recorder; the Roster and Dues Administrator; and the Chapter Newsletter Editor.

Rationale: Third Vice President duties revised due to Education and Membership Committees merging.
Passed Board 02-18-21, Placed on the Floor 02-22-21, Members Vote 03-15-21

**MOTION: I move to amend Bylaws Article 8 Standing and Special Committees.**

**Delete in Section 8.02 Elective Standing Committees, (e) Education, and its entire paragraph.**

**Delete in Section 8.03 Appointive Standing Committees, (g) Education Committees, including**

**entire paragraph text that follows (1) Orientation, (2) Newsletter, and (3) Mentors.**

Rationale: Education Committees are eliminated; the duties move to new Member Services Committees.

Passed Board 02-18-21, Placed on the Floor 02-22-21, Members Vote 03-15-21

**MOTION: I move to amend Article 8 Standing and Special Committees, 8.02 Elective Standing Committees. Delete: “(c) Membership” and its entire paragraph. Replace (c) text with:**

**(c) Member Services**. The Third Vice President/Member Services shall be Chairman of this committee. This committee shall be composed of the Chairs of the Member Services committees, Mentor Program Coordinator, Corresponding Secretary, Volunteer Hours Recorder, Roster and Dues Administrator, Chapter Newsletter Editor, and members as deemed necessary to: support membership stability, recruitment  and growth; maintain membership standards as prescribed in Chapter and National Assistance League bylaws and policies; provide training and education, and plan social events and activities for chapter members; and prepare and distribute the chapter newsletter.
Rationale: Revisions necessary due to merging of Education and Membership Committees.
Passed Board 02-18-21, Placed on the Floor 02-22-21, Members Vote 03-15-21

**MOTION: Amend Article 8 Standing and Special Committees, 8.03 Appointive Standing Committees. Delete (d) Membership Committees and entire text (1) through (6). Replace (d) with:**

**(d) Member Services Committees.**

 **(1) Events and Education.** This committee shall be composed of the Chair and members as deemed necessary to plan member education and social events and activities, including regular meeting speakers, luncheons, and the annual meeting.

 **(2) New Member Orientation.** This committee shall be composed of the Chair, a Mentor Program Coordinator, and members as deemed necessary to orient and process prospective and new members, educate them regarding Chapter and National Assistance League practices and programs, promote new members’ committee participation, and conduct a mentor program which pairs new members with chapter mentors as requested.

 **(3) Corresponding Secretary.** The Corresponding Secretary shall write chapter social correspondence.

 **(4) Volunteer Hours Recorder.** The Volunteer Hours Recorder shall record and report member and community volunteer hours and report annual total hours to the President by the end of the fiscal year.

 **(5) Roster and Dues Administrator.** The Roster and Dues Administrator shall: prepare and distribute a member directory; collect dues; initiate background checks; maintain member information, including auxiliaries, on Chapter Hub; submit to the Treasurer and Third Vice President/Member Services updated membership reports on or before June 1 and throughout the fiscal year as necessary; and update chapter Board positions within thirty (30) days of their election.

 (**6) Chapter Newsletter Editor.** The Chapter Newsletter Editor shall prepare and distribute a newsletter of chapter activity, providing information on topics of interest to all members.

Rationale: Revisions necessary due to merger of Education and Membership Committees.
Passed Board 02-18-21, Placed on the Floor 02-22-21, Members Vote 03-15-21

Education, **Lynda Larsen** – **Joint** **Report with Membership Filed**

*Regular Meeting Request: None*

Strategic Planning, **Ranae Pierce – Report Filed**

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The survey of agencies who participate in the Brighter Tomorrow’s Program was officially activated.

*Regular Meeting Request: None*

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Chapter/Auxiliary Liaison **Randi Sager – Report Filed**

91 Bunny Baskets filled, and 400 books were labeled at last meeting.

*Regular Meeting Request: None*

Consociates, **Antonia White** – **Report Filed**

The Consociates Nominating Committee presented the Consociates Governing Body nomination

slate during our February Consociates membership meeting and also mailed out the slate. The

election of the Governing Body will take place during our March Consociates meeting.

Antonia announced nominations for the Consociates’ 2021-2022 governing body presented at Consociates’ February meeting. The slate will be voted on at the Consociates March meeting.

*Regular Meeting Request: None*

**Unfinished Business**

**New Business – Alisa Parks, Nominating Committee Chair**

*Regular Meeting Request: Present 2021-2022 Governing Board Slate*

Adjournment 11:22

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**Alisa Parks, Recording Secretary Date Linda Stimpson, President Date**