



Meeting Minutes
Young Professionals of Martin County
April 16, 2019 Board Meeting

Present: Kevin Burn, Morgan Murphy, Julian Maiucci, Justin Madigan, Brian Ake, Candace Callahan, Sam Bruning, Courtney Buckel, Spencer Perna, Amy Snow, Michelle Miller, Jessica Grassi, Megan Petroff, Phil DeBeard (via phone)

Absent: Jessica Allman

Call to Order Board Meeting: 5:41pm **Moved:** Candace Callahan **2nd:** Michelle Miller

Approval of March's Meeting Minutes: **Moved:** Brian Ake, **2nd:** Spencer Perna

President/Admin.

- Budget - [Tabled] Candace will send resend budget requests to Jessica & copy Kevin
- Discussion of New YPMC Board meeting location to be Redhawk Fire and Security
 - Morgan will send out Doodle Time survey to board members to find out what time works best for board meetings.

Communication Committee

- Website Development – Jennifer Wiggins presents new website design, still needs some more updates before going live, no set date.
 - Morgan will send meeting minutes to Jennifer to be added to new website.
 - Once website is done other half of cost will need to be paid – Jessica.

Networking/Membership Committee

- Amy says that their processes should be more streamlined once the new website is done.

Professional Enrichment Committee

- Giving Policy – [Tabled]

Outreach Committee

- Palm City Chamber Sponsor Event – Breakfast Before Hours - July 10th or July 31st
- Hobe Sound Chamber Sponsor Event – After Hours - June 5th at Harry & the Natives
- Luncheon at Café Martier – May 9th

Legislative Committee

- Phil says that Commissioner Sarah Heard was exonerated last week.

Rules Committee

- Policy Manual
 - Morgan reviews the Email Voting Policy “Email voting will only be conducted on a discretionary basis” **Motion to approve by Sam, 2nd by Michelle, All in Favor.**
 - Morgan reviews the Rules of Order for Email Meeting “For an e-mail message to be part of a meeting, it must be sent to ALL board members. For a vote to be valid in the context of an email meeting, a quorum (50% + 1) of ballots must be returned. Other messages may be sent for caucusing or other off-line discussion, but these are not officially part of the meeting. To conduct an email vote, a ballot is sent to the voting board members stating exactly what is to be voted on and containing at the beginning a clearly designated place for the member to mark a vote. The subject line (or equivalent) should contain the term "ballot." The board’s Secretary will distribute ballots, receive and count returned ballots (via SurveyMonkey.com) and announce results. The Secretary will keep electronic record of votes to be included in Meeting Minutes.” Morgan asks the board what time limit should be set for receiving votes? Answer: At the board’s discretion, but make sure to include the time limit in the subject line of the email ballot. **Phil asks Morgan to send him the policy manual for review as well as the draft for updating the bylaws.**

Budget and Fundraising Committee

- Report on second bank account – **Needs to be included on next month’s report**
- Report on CPA findings and bidding process – Kevin said now that tax season is over with maybe he and Jessica can finally get a meeting with CRI.
- March financials – Kevin went over in Jessica absence
- Budget Report – **Kevin and Jessica will revise and bring to next board meeting**

End of Meetings: time: 7:05pm **Moved: Michelle Miller** **2nd: Brian Ake**

Action Items:

- **Candace will send resend budget requests to Jessica & copy Kevin**
- **Morgan will send out Doodle Time survey to board members to find out what time works best for board meetings**
- **Morgan will send meeting minutes to Jennifer to be added to new website.**
- **Morgan will send Phil the policy manual for review as well as the draft for updating the bylaws.**
- **Once website is done other half of cost will need to be paid – Jessica.**
- **The second bank account needs to be included on future financial reports**
- **Kevin and Jessica will revise Budget Report and bring to next board meeting**
- **Jessica will prepare and file the 990 before May 1st**

Recorded Votes

- 1. Motion:** Email Voting Policy: Email voting will only be conducted on a discretionary basis” 1st Sam, 2nd by Michelle, All in Favor, Unanimously Approved.
- 2. Motion** to approve March meeting minutes, 1st Brian, 2nd Spencer, All in Favor, Unanimously Approved.

Next Meeting: Tuesday, May 14th, 2019 at 5:30pm; Location: Red Hawk Fire & Security, 3150 SW 42nd Ave, Palm City, FL 34990