



Meeting Minutes
Young Professionals of Martin County
March 12, 2019 Board Meeting

Present: Kevin Burn, Morgan Murphy, Julian Maiucci, Justin Madigan, Brian Ake, Candace Callahan, Sam Bruning, Courtney Buckel, Spencer Perna, Jessica Allman

Absent: Amy Snow, Phil DeBeard, Michelle Miller, Jessica Grassi, Megan Petroff

Call to Order Board Meeting: 5:36pm **Moved: Sam Bruning** **2nd: Julian Maiucci**

Approval of February's Meeting Minutes: **Moved: Candace Callahan, 2nd: Sam Bruning**

President/Admin.

- Website development
 - Kevin will follow-up to see when website will be done
 - Once website is done other half of cost will need to be paid.
- April 9th Meeting Date needing to be changed
 - Motion: Reschedule next board meeting to April 16th (due to scheduling conflicts), 1st Morgan, 2nd Spencer, All in Favor
 - Morgan will send out calendar update
- Discussion of New YPMC Board meeting location
 - Kevin will ask Amy Snow if we can meet at her office.
 - Morgan will send out reminder with new location

Communication Committee

- Candace says everything is running smoothly as it can but will improve once the new website is up and running.

Networking/Membership Committee

- Spencer said that Amy started spreadsheet to split up new members between committee for them to reach out to.

Professional Enrichment Committee

- May 14th event will be relocating to Monarch Country Club to accommodate more people and Sam is looking for new speakers.
- Giving Policy – Sam Bruning goes over his draft: *“The Young Professionals of Martin County (YPMC) are committed to supporting and promoting the professional growth of their members.”*

YPMC will offer scholarships for programs that provide training for leadership growth within Martin County. Members of YPMC are eligible for these scholarships after an application has been completed and reviewed by the board. The board will select one recipient per scholarship. Selection will be based off of an applicant's involvement with the Young Professionals, a written application, and interviews with applicant provided references.

The Board of Young Professionals of Martin County reserves the right to not award a scholarship if they feel the applicants don't meet the required qualifications.

The Board of Young Professionals of Martin County may choose to provide scholarships to other local programs that enrich careers, enhance skill sets, and promote leadership within the Martin County community.

All awards will be made payable by check to the program to ensure that funds are used for the intended purpose.

Award amounts shall vary based on the different programs, scholarship amount, and YPMC budget trends. If the income or asset balance of YPMC decreases significantly scholarships may be suspended, based on a majority vote by the Board of Directors. A significant decrease shall be defined as 15% or greater, measured on a year-to-year basis. If there is a significant decrease in income or the asset balance of YPMC AND an explanation can be offered why scholarships should continue, the Board of Directors must have a majority vote in favor of continuing to offer scholarships."

- **Motion to accept this policy: 1st: Brian Ake, 2nd Courtney Buckel, All in Favor**
- Morgan makes the suggestion to possibly set up a YPMC Scholarship Foundation (501c3).
- Sam's suggestions for policy regarding giving scholarship for LEADERship Martin County: *"LEADERship Martin County will be the first program that applicants can apply for a scholarship. YPMC will budget for either 1% of YPMC prior year's assets or the cost of LEADERship for that year, whichever is lower. The Professional Enrichment committee will be responsible for documenting and retaining applications and the explanation of the determined award. (example: Year End Balance Sheet and an application from LEADERship Martin County stating the cost of tuition)." Jessica Allman motioned to accept this as part of giving policy but then rescinds.* Topic has been **tabled** until YP Board Members who are LEADERship Alumni can meet with Cindy LaConte. Morgan suggests meeting after LEADERship Graduation in May 2nd but before Applications are due in June.

Outreach Committee

- Elliott Museum Car Show – Candace says that the museum is counting on YP for volunteers on May 23rd since they are a YP Corporate sponsor.

- Council of Chambers - Candace emailed all chamber executives regarding YPMC becoming part of the Council of Chambers after which she had conversation Joe Catrambone who said that there was a unanimous no from the council. Candace suggested we invite all chamber executives to a meet and greet with YPMC board members to get to know us.
- Treasure Coast Business Summit – May 16th 10am-4pm
 - Cost = \$200 *****Vote to spend:
 - **Motion: 1st Sam Bruning, 2nd Justin Madigan, All in Favor**
- Other Funds Needed
 - Banner Expense – already approved for \$150
 - Purchase of Swag item – Pop Socket – 200 items at \$1.99/pc = \$400****Vote to Spend
 - **Motion: 1st Justin Madigan, 2nd Brian Ake, All in Favor**

Legislative Committee

- Phil DeBerard absent

Rules Committee

- Proposals for YPMC Board Membership Requirement
 - Proposals prepared by Justin, Amy, Sam, and Kevin*****Vote on policy
 - Justin: reads his proposal: *“Qualifications for nominations are as follows:*
 1. *Prospective Board Members must have been paid members for a minimum of one year prior to nomination, i.e. having paid their second year of YPMC dues and moved on from then (for example, member would need to be paid by November to be allowed on the following year's board slate, November 2018--> November 2019 dues: November 2019 paid is eligible for nomination in December slate process of 2019).*
 2. *Prospective Board Members must have served on a committee for at least 3 months.*
 - a. *Committee appointment is done at the recommendation of the head of the committee but it is recommended that the prospect have been a paid YPMC member for at least 6 months with active participation in YPMC events. Active participation can be defined separately or as follows:*
 - i. *A member is considered active with participation in 50% or more of the official, non-limited seating events.*
 3. *Prospective Board Members must be nominated by an existing Board Member.*
 - a. *When nomination occurs, committee chair has the right to give input on the nomination to determine whether or not the prospect in question is reliable and contributes to the direction of the board and the organization.*

4. *Voting in of a new Board Member must pass by 50% plus 1 of the Board Members present at the time of the nomination or during the yearly new member discussion."*

- **Motion: Committee Member can be appointed by chair as long as they are a paid YP member in good standing, 1st Justin Madigan, 2nd Sam Bruning, All in Favor**
- **Motion: To be considered for the YPMC Board of Directors, must:**
 1. **Be a paid active YP member, good standing**
 2. **Have 1 year of YP membership OR sat on a YP committee AND received a recommendation for the chair**
 3. **Have attended the majority of YP events**
 4. **Be voted on by board of directors**

1st Julian Maiucci 2nd Brian Ake, All in Favor

- Policy Manual
 - Morgan made a list of policies from previous minutes but is still working on re-writing.

Budget and Fundraising Committee

- Report on second bank account
 - Has been created and will be included on future financial reports
- Report on CPA findings and bidding process
 - Kevin & Jessica recommend to remit sales tax and build it into admission price of events.
 - **Motion to remit sales tax and built into admission price of events, 1st: Brian Ake, 2nd: Spencer Perna, All in Favor**
 - **Motion to remit sales tax going forward and not pay back taxes, 1st: Morgan Murphy, 2nd: Spencer Perna, All in Favor except for Sam Bruning who abstains.**
- Comparison 17' to 18' P&L – Jessica Allman said she will email board members revision after adding forecasted percentage increase.
- Any requests to Jess for additions to proposed budgets?
 - Committee chairs needs to send Jessica Allman requests for additions to the proposed budget by April 1, 2019; Morgan will send a reminder to chairs.
 - Jessica offers help if any one has any questions.
- January/February financials
 - Jessica goes over financial reports, approximately \$2,000 profit this year so far with a total balance of over \$22,000.

End of Meetings: time: 7:02pm **Moved: Spencer Perna** **2nd: Julian Maiucci**

Action Items:

- Kevin will follow-up to see when new website will be done.
- Once website is done other half of cost will need to be paid – Jessica.
- Morgan will send out calendar update for rescheduled April 16th board meeting and new location.

- Kevin will ask Amy Snow if we can meet at her office.
- Morgan will continue to work on policy manual.
- Jessica Allman will email board members revised Profit and Loss comparison 17' to 18' report after adding forecasted percentage increase.
- Committee chairs needs to send Jessica Allman requests for additions to the proposed budget by April 1, 2019; Morgan will send reminder to chairs.

Recorded Votes

1. **Motion: Reschedule next board meeting to April 16th (due to scheduling conflicts), 1st Morgan, 2nd Spencer, All in Favor, Unanimously approved.**
2. **Motion to accept the following Giving Policy: 1st: Brian Ake, 2nd Courtney Buckel, All in Favor, Unanimously Approved:**

“The Young Professionals of Martin County (YPMC) are committed to supporting and promoting the professional growth of their members. YPMC will offer scholarships for programs that provide training for leadership growth within Martin County. Members of YPMC are eligible for these scholarships after an application has been completed and reviewed by the board. The board will select one recipient per scholarship. Selection will be based off of an applicant’s involvement with the Young Professionals, a written application, and interviews with applicant provided references.

The Board of Young Professionals of Martin County reserves the right to not award a scholarship if they feel the applicants don’t meet the required qualifications.

The Board of Young Professionals of Martin County may choose to provide scholarships to other local programs that enrich careers, enhance skill sets, and promote leadership within the Martin County community.

All awards will be made payable by check to the program to ensure that funds are used for the intended purpose.

Award amounts shall vary based on the different programs, scholarship amount, and YPMC budget trends. If the income or asset balance of YPMC decreases significantly scholarships may be suspended, based on a majority vote by the Board of Directors. A significant decrease shall be defined as 15% or greater, measured on a year-to-year basis. If there is a significant decrease in income or the asset balance of YPMC AND an explanation can be offered why scholarships should continue, the Board of Directors must have a majority vote in favor of continuing to offer scholarships.”

3. **Motion: To exhibit at the Treasure Coast Business Summit on May 16th 10am-4pm, Cost = \$200, 1st Sam Bruning, 2nd Justin Madigan, All in Favor, Unanimously approved.**
4. **Motion to Purchase Swag Item - Pop Sockets, 200 quantity = \$400, 1st Justin Madigan, 2nd Brian Ake, All in Favor, Unanimously approved.**

5. **Motion: Committee Member can be appointed by chair as long as they are a paid YP member in good standing, 1st Justin Madigan, 2nd Sam Bruning, All in Favor, Unanimously approved.**
6. **Motion: To be considered for the YPMC Board of Directors, must:**
 - **Be a paid active YP member, good standing**
 - **Have 1 year of YP membership OR sat on a YP committee AND received a recommendation for the chair**
 - **Have attended the majority of YP events**
 - **Be voted on by board of directors**

1st Julian Maiucci 2nd Brian Ake, All in Favor, Unanimously approved.
7. **Motion to remit sales tax and built into admission price of events, 1st: Brian Ake, 2nd: Spencer Perna, All in Favor, Unanimously approved.**
8. **Motion to remit sales tax going forward and not pay back taxes, 1st: Morgan Murphy, 2nd: Spencer Perna, All in Favor except for Sam Bruning who abstains, Approved by Majority.**

Next Meeting: Tuesday, April 16, 2019 at 5:30pm; Location: Red Hawk Fire & Security, 3150 SW 42nd Ave, Palm City, FL 34990