



**Meeting Minutes**  
**Young Professionals of Martin County**  
**April Board Meeting**  
**April 7, 2020**

**Present:** Caitlin Hartley, Candace Callahan, Amy Snow, Courtney Buckel, Sam Bruning, Kevin Burn, Jess Allman, Spencer Perna, Lucie McGuire

**Absent:** Morgan Murphy, Phil DeBerard, Julian Maiucci

**Call to Order:**     **Motion:** Courtney     **2<sup>nd</sup>:** Lucie     **Vote:** All in favor

**Approval of Meeting Minutes:**

**Motion:** Lucie     **2<sup>nd</sup>:** Courtney     **Vote:** All in favor

**Start of Meeting:** Meeting called to order at 5:35pm, Zoom Video Conferencing

**Business:**

**A. President's Report**

1. Treasurer Update

- a. Cynthia resigned
- b. Jessica Allman has stepped up to get the organization up to date
- c. Seeking a full-time replacement. A few people have offered suggestions
- d. Jess will provide numbers during her report

**B. Executive Director's Report**

1. March events were rescheduled to April. Those will be rescheduled to a later date
2. We need to stay present & connected with membership
3. We may set up virtual chats with member businesses or county commissioners
4. May hold virtual after hours
5. We may work with Miles Grant to come up with a fun event for both parties
6. We need to offer a new statement regarding COVID-19

7. We need to continue to follow CDC's guidelines and set good examples for membership to follow
8. We need to promote our sponsors and the status of their business. Examples would be restaurants – share their store hours and menus
9. Recap of events was sent an hour before meeting

## C. Chair Reports

### 1. Membership

#### a. Candace

1. 80 expired members – reach out to see if they want to renew or if now is not the time. Be supportive
2. Share posts of what members are doing
3. Hold virtual events
4. Run a birthday report to spread some positive cheer
5. We need to promote that people update profiles on the member directory
6. We will distribute Manchester Insurance coffee mugs if we distribute the T-Shirts

#### b. Courtney – discussed topics with membership committee, will meet with Lucie and Candace on Thursday

1. Asked that board members reach out to members. Courtney will split up list
2. Membership will work on virtual events
3. Suggested coffee & connects via Zoom
4. Have target topics for membership, not open to everyone on Facebook
5. Dale mentioned membership spotlights for social media

### 2. Financials

- a. Annual Report is done
- b. Everything is reconnected (Seacoast, Quickbooks, Stripe, Paypal)
- c. All work since January is being redone and rechecked
- d. Working on event recaps and the financials
- e. CPA has been paid
- f. Up to date with sales tax

- g. 990 Postcard is being done by accountant, even though there has been an extension, Jess wants it done to get it off our plate
- h. Jess reviewed the P/L with the board by way of Amy sharing her screen
- i. Jess will send financials later

### **Recorded Votes Summary:**

### **Adjournment:**

**Motion: To adjourn the meeting. 6:08 pm**

**Vote Result: Motion passed**

- a. Motion: Caitlin**
- b. Second: Courtney**
- c. Vote: All in favor**

### **Next Meeting:**

TBD

Next regularly scheduled meeting: May 5<sup>th</sup> @ 5:30pm

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Respectfully submitted,

Sam Bruning

Secretary

Young Professionals of Martin County