



**Meeting Minutes**  
**Young Professionals of Martin County**  
**May Board Meeting**  
**May 5, 2020**

**Present:** Caitlin Hartley, Candace Callahan, Amy Snow, Courtney Buckel, Sam Bruning, Kevin Burn, Jess Allman, Lucie McGuire, Phil DeBerard, Julian Maiucci

**Absent:** Morgan Murphy, Spencer Perna

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

**Approval of Meeting Minutes:**

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

**Start of Meeting:** Meeting called to order at 5:39pm, Zoom Video Conferencing

**Business:**

**A. President's Report**

1. Annual Report - Jessica filed with the state
2. Executive Director Position
  - a. Amy completed a draft of the Executive Director job description for the posting
  - b. Distributed to the search committee (Courtney, Sam, Phil, Caitlin)
  - c. Amy welcomes edits to the document
  - d. Jess may be able to offer access to sites through her job posting accounts like Indeed
3. Treasurer Search
  - a. Morgan suggested another CRI employee – unfortunately, this person was let go recently due to cut backs
  - b. Jess spoke to the candidate, but Jess doesn't know if she plans, such as staying in the area or the industry/field
  - c. Amy asked the board to be on the lookout for candidates

#### 4. 2021 Board Search

- a. Need to fill Secretary, Treasurer, and a possibly a few at-large
- b. Look for candidates
- c. Get potential candidates on a committee

### B. Executive Director's Report

1. Candace is handling all communications
2. Networking is on pause
3. Virtual events have been well received
4. Sending out last chance registration for tomorrow
5. Registration will cut off at 9am
6. Candace will be there to start things up
7. Courtney can run Facebook Live
8. We will continue Virtual events through May
9. Non-members got on the last zoom call with Non-member tickets
10. Now only members will be on zoom
11. Non-members will have to watch Facebook live
12. Candace reported late arrivals through off the event a bit. We need to use the Waiting Room in the future to make sure speakers aren't interrupted
13. Next Events
  - a. Coffee 5/6
    1. Discussion of moving coffee earlier was voted down
    2. Keep consistent for remainder of quarantine
  - b. Brian Mast 5/12
  - c. Coffee 5/20
  - d. After Hours 5/28

### C. Chair Reports

#### 1. Membership

- a. Courtney
  1. 3 board members have not reached out to their lists. Awaiting completion
  2. No new members
  3. A few renewals
  4. Quite a few renewals will come up in May

5. July will also be a big month for renewals because people join at Summer Bash

## 2. Professional Enrichment

- a. Cancelled Roundtable during COVID. Opening will be used for Brian Mast
- b. Will try to use Kate & Pete at the August roundtable
- c. Will try to Anthony from U.S. Coating Specialists involved
- d. Sam asked for potential speakers for Futures Luncheon who can speak to how YPer's can be involved in the growth of our community
- e. We have 6 months and need to get the venue and people nailed down because everything is backlogged

## 3. Financials

- a. Kevin & Jess discussed the 2020 Budget
  1. Kevin walked through a majority of line items
  2. **Motion: To approve proposed 2020 budget.**

a. **Motion: Kevin**

b. **Second: Courtney**

### Vote Tally:

**For: Amy, Courtney, Sam, Jess, Kevin, Julian, Caitlin**

**Against:**

**Abstain: Phil**

**Vote Result: Motion passed**

- b. Amendments can be made to the budget in the future if needed. Kevin reminded us these are guidelines and there may be no reason to alter unless there is a material change.
- c. Quarterly payment made and 990 filed
- d. Balance Sheet
  1. \$27k in bank
  2. **(\$2,728)** net income for period due to capital expenditures and 2019 back payment to Executive Director
- e. Profit/Loss
  1. Breakeven if you back out Executive Director comp

2. Jess went through all line items and is confident in her numbers
3. Kevin pointed out that a lot of CapEx isn't a terrible thing, as we're investing in things for membership
4. We need to use the Summer Bash to recoup lost revenue due to COVID-19

## **Old Business: None**

## **New Business:**

- 1) We need to start planning summer bash
- 2) Slow spending while we aren't bringing anything in
- 3) Private Facebook Group suggestion by Lucie needs to be further discussed
- 4) Scholarship for LEADERShip needs to be discussed. Sam will need to get with Courtney to have information available at the 5/12 Luncheon

## **Recorded Votes Summary:**

**Motion: To approve proposed 2020 budget.**

- a. Motion: Kevin
- b. Second: Courtney

### **Vote Tally:**

**For:** Amy, Courtney, Sam, Jess, Kevin, Julian, Caitlin

**Against:**

**Abstain:** Phil

**Vote Result: Motion passed**

## **Adjournment:**

**Motion: To adjourn the meeting. 6:46 pm**

**Vote Result: Motion passed**

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

**Next Meeting:**

TBD

Next regularly scheduled meeting: June 2<sup>nd</sup> @ 5:30pm

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Respectfully submitted,

Sam Bruning

Secretary

Young Professionals of Martin County