



**Meeting Minutes**  
**Young Professionals of Martin County**  
**February Board Meeting**  
**February 3, 2021**

**Present:** Courtney Nientimp, Lucie McGuire, Josh Heller, Caitlin Hartley, Jeff Allman, Wendy Conrad, Jackie Lile.

**Absent:** Regina Rice, Phil DeBerard.

**Call to Order:** **Moved:** Caitlin Hartley                      **2<sup>nd</sup>:** Lucie McGuire

**Approval of Meeting Minutes:** **Moved:** Caitlin Hartley                      **2<sup>nd</sup>:** Lucie McGuire

**Start of Meeting:** 5:32pm

**Business:**

**A. Treasurer Report**

- a. Financial Report though January 2021
  - i. Bank Balance \$26,693
  - ii. -\$1,634.08 Net Loss due to Executive Director Backpay. Otherwise, we would have been profitable.
  - iii. Accountant going out of business. Caitlin will have proposal for March for a new accountant and duites needed.
- b. Proposed 2021 Budget
  - i. Break Even Budget is the goal and was presented with conservative approach.
  - ii. Expenses from last year weren't relevant this year (t-shirts, executive director base pay, and other one off expenses including office furnishings, PA system) and were removed.
  - iii. Based on 2020 having only ½ the year with events due to COVID.
  - iv. **Motion to Approve 2021 Budget: Wendy Conrad 2<sup>nd</sup> Josh Heller All in favor.**

**B. Executive Director Report**

**a. Communication Committee:**

1. Committee met this morning and Katie is growing base of committee. Goal is to create a Quarterly Newsletter.
2. Set Criteria for Membership Postings on Postings.

**b. Outreach Committee:**

1. Woman's Brunch is live on social medias. Ticket sales are off to a good start. A smaller event is the approach with only 35 in attendance at Captain Sewalls.
  1. Working towards Caterers now. \$2,500 is the ask. Working with Atlas on rental budget.
  2. Income expected for \$1,350 with a \$400 Sponsorship. Looking now on a \$500 sponsorship. Sitting at \$650 sponsorship.
  3. Actual Capacity of the event is 50.
  4. **Motion to Approve Budget: Lucie 2<sup>nd</sup>: Caitlin Vote: All in Favor**
2. Working towards setting a date for After Hours with 2/25 and 3/25 as tentative dates.
3. Working on a monthly Zoom Meeting with survey knowledge in use and a fun activity with a varied approach.
4. Facebook Live w/ engagement and Facebook content. Lucie will work with Katie. Currently looking at the 16<sup>th</sup>.

**C. Committee Reports:**

**a. Networking/Membership Committee:**

- i. YPMC Membership or \$50 for 6 months making \$100 per year instead of \$90. Give incentive to regular membership to save money instead. Working with Jennifer Wiggins on the back end. This wont count for membership drives in the future.
- ii. **Motion to Approve: Wendy 2<sup>nd</sup>: Jeff Allman Vote: All in favor**
- iii. Working towards getting the entry level people into the mix and reorganizing into google documents.

**b. Professional Enrichment Committee:**

1. Meeting planned for this week with brainstorming planning. Tentative roundtable for March 30<sup>th</sup> and looking for speakers.
2. Leadership Scholarship Review wasn't documented and will need to be approved. Courtney will send documents with verbiage and waiting for Phil to be in attendance.

**c. Legislative Committee:**

1. Phil was absent for Today.

**d. Rules Committee:**

1. Review Bylaws
  - a. Dale presented that a deep dive done and found we were lacking a Conflict of Interest Attachment. We did our due diligence and went back at least 7 years with be one knowing where it is located.

- b. The current one is based on the IRS template and is significant in length. We are looking to create our own with a more blanket statement. We will need to place a meeting.

**D. President Report**

- a. 901 Hub we are working towards continuing free relationship. Courtney will have more information by March.
- b. Bank account has been updated with executive committee.
- c. Retreat informal notes will come in the coming weeks.

**Action Items:**

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**Recorded Votes**

Motions:

Approve 2021 Budget

- a. Vote Result:
  - i. All in Favor
  - ii. Nays:

**End of Meetings:** time: ^630 lucie wendy all in favor **Moved:** **2<sup>nd</sup>:**

**Next Meeting:** i. e. March 3, 2021 at 5:30pm via Zoom