



**Meeting Minutes**  
**Young Professionals of Martin County**  
**March Board Meeting**  
**May 12, 2021**

**2021 Strategic Priorities**

1. *Review and update processes and procedures, including a review of the bylaws, streamlining documentation, and evaluation of financial tracking.*
2. *Mindful membership expansion to reach additional subsets of young professionals, including teachers and restaurant professionals.*
3. *Maintain a membership retention rate of 75% and grow membership to 150 members.*
4. *Expand educate and serve efforts to more deeply connect our membership to the community.*

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

**Absent:** Regina Rice, Josh Heller, Phil DeBerard

**Call to Order:** Courtney Nientimp

Motion: Caitlin Hartley

2<sup>nd</sup>: Lucie McGuire

Vote: All in Favor

**Approval of Meeting Minutes:**

Motion: Lucie

2<sup>nd</sup>: Jeff Allman

Vote: All in Favor

**Start of Meeting:** 5:33pm

**Business:**

**A. Treasurer Report**

- a. Financial Report though April 2021
  - i. Annual Taxes and Q1 Sales Tax filed on time.
  - ii. Balance around \$28k in total assets
  - iii. YTD: -\$28 (Breakeven)
  - iv. Working toward figuring out Directors Salary on Balance Check
  - v. 990 is filed on April 15<sup>th</sup>

## B. Executive Director Report

### a. Communication Committee:

1. Liz is writing an email for getting benefit ideas for members. Katie will send out an email to recruit ideas to get local deals.

### b. Outreach Committee:

1. Next event is Hope & Wellness event on a new location combined with Grand Opening.
  1. City of Stuart will host next Coffee and Connect with Downtown History Lesson.
2. Summer Bash
  1. No food cost (Meat Cabana Taco Truck with 10% kickback on food).
  2. Alcohol: looking for donation requests from committee
  3. Photobooth, DJ, Photographer all pending.
  4. Mechanical Shark: \$1,000 with all included costs and waiver.
  5. Budget from Director was \$3,000 (\$40 or \$50 tickets)
  6. Looking at postcard option and determining cost vs. benefit. A referral program to get new members into YPMC. Katie will invite BOD to next Summer Bash meeting.
  7. Katie will send an email to the BOD regarding donation requests for Children's Museum to solicit donations.
3. Looking at Zeke's Paddle Boards, but price was high at \$40 per person our cost.
4. Yoga with Puppies was also an idea to partner with humane societies and other partners.

## C. Committee Reports:

### a. Networking/Membership Committee:

- i. Slip expired members with committee on the 25 that have been past due.
- ii. 126 Members currently not including 7 planning on renewing.
- iii. Retention rate metric was discussed: 46% retention right now (without 7)
- iv. We will separate the \$50 membership as a line item

### b. Professional Enrichment Committee:

1. June 8<sup>th</sup> will be a roundtable with a discussion on "Show me the Money" to discuss finances.
2. Futures Luncheon will align themselves with the County priorities in November.
3. Scholarship Fund
  - a. Caitlin Wendy All in favor

### c. Legislative Committee:

1. No Updates.

### d. Rules Committee:

1. Review BOD Acknowledgement Form
  - a. Dale presented Board of Director Acknowledgement Form

- i. Motion to Approved Board Acknowledgment Form: Jeff Allan, Lucie Mcguire
  1. 2<sup>nd</sup>: Jeff Allman
  2. Vote: All in favor

**D. President Report**

- a. Looking into Text Message system to alert members. Lucie will ask the Jensen Beach Chamber. Working with Katie on proposal.
- b. We will continue via zoom meetings.
- c. Renewal Liability July 9<sup>th</sup>. Directors and Officers 10/24

**Action Items:**

- Caitlin will file 990 form while working with Jessica Allman.
- Lucie will follow up with Members on renewals.
- Courtney will reach out to Professional Enrichment Committee to fine tune Scholarship idea.

**Recorded Votes**

Motion: Approve Jessica Allman as Accountant

Motion: Caitlin Hartley                      2<sup>nd</sup>: Lucie McGuire                      Vote: All in Favor  
(Jeff Allman abstained)

Motion: Approve Sponsorship Tier Levels

Motion: Phil DeBerard                      2<sup>nd</sup>: Caitlin Hartley                      Vote: All in Favor

Motion: Approve Conflict of Interest

Motion: Caitlin Hartley                      2<sup>nd</sup>: Jeff Allman                      Vote: All in Favor

**End of Meetings:** 6:55pm

Motion: Lucie McGuire                      2<sup>nd</sup>: Wendy Conrad                      Vote: All in Favor

**Next Meeting:** April 7, 2021 at 5:30pm via Zoom

Respectfully Submitted,

Dale Rockefeller

Secretary