BGCCC Board Meeting

January 27, 2021, Meeting called to order at 5:31pm

Members attending (via go to meeting): Duncan Campbell (Board Chairman), Brian Beaulieu (Club Director, Jan Schmidt (Treasurer), Gwen Allen, Deb Payton (Secretary), Cara Larimer, Mitch Wright, Chasadee Weaver, Dustin Nichols, Marjorie Ackerman.

Vote on new BGCCC Board member Marji Ackerman. Nominated by Jan & Deb. She has a strong marketing background. Motion to vote by Deb, seconded by Jan. Unanimously approved. Marji worked at HRRMC as the Marketing and PR Director and is passionate about supporting kids.

1. Brian presented the moment for kids—Brooklyn Martinez joined us via GTM and has been related that she has been with the club for 3 years and loves Spanish Club and art classes in the new club.
2. December 2020 minutes were reviewed. Cara motioned to approve, Gwen seconded, passed unanimously.
3. The distribution of annual paperwork requiring the signatures of board members needs to be completed. The Board voted that future meetings would be held on the last Tuesday of the month at 5:30pm.
4. Selection of officers/committee chairs and board member sign-ups for committees are reflected in the individual committee reports.
5. Succession Planning:
	1. Job descriptions: The Finance Director position was completed in conjunction with Adam Rothenburg from BGA. The Branch Director and CEO positions are next on the list.
	2. We are looking for hard and soft skills in future board members with communication and collaboration skills.
6. IT/IS Plan: Deb (chair) reported.
	1. The electrician will pull internal wiring through the walls to bring mesh WiFi throughout the club. Approximately two days will be needed to complete the job and they will try to be done daily by 3:30pm.
	2. Security cameras will be placed in key areas;
		1. Exterior: One camera each at the front and rear entrances.
		2. Interior: Initial cameras will be placed at the rear of the assembly room looking to the front desk, in the computer room and at the top of the stairs looking to the stairwell and teen area. Wiring will be placed to cover the art room. Wiring can be in placed in the future for cameras in the basketball court and the performance center.
		3. Computers will be converted to Linux Ubunto. Retired student computers should be replaced with Chromebooks. The cost per Chromebook is $200.-$250 with the optimal number of computers in the lab at 12. Brian would like to supplement with 5-6 Chromebooks for use outside the lab. Patrick has recommended that we use Google suite for nonprofits which includes Gmail, Docs, Calendar, Drive, and Google Meet which is free for nonprofits. A couple of the computers could have upgraded versions at $8/mo/user.
		4. We will have two broadband sources for redundancy of internet signal.
		5. A monthly contract with Orion Technologies is being negotiated. Patrick has submitted at $1250./mo contract which reflects a 25% discount for BGCCC. Under the terms of the contract Jessie would be available for approximately two hours every two weeks and we could utilize him for many different IT/IS issues within the club including mitigation of failing or inadequate hardware and software updates. We’ll see if any failed equipment can be disposed of through Orion. The Finance committee met last week and requested an hourly service rate. The hardwiring and equipment as stated has been approved.
		6. Security cameras should be tracked on separate computer or TV screens in Brian’s office and perhaps at the front desk so that security cameras are actively used.
		7. Patrick has given us an estimate of costs at $7,229.18 and a list of the necessary hardware which we will procure from Tech Soup.
		8. Visions training, coordinated with Adam arothberg@bgca.org could occur on a down day at the club.
7. McKenzie reported as the social media coordinator. She is mimicking the national messaging. With the use of hand logos and BGA blue in the background for all posts on Facebook and Instagram. She will use as conceptual foundation; Inspire/Introduce/Inform/Entertain/Interact/Update/Call-toAction/User-Generated Content.
8. Committee Reports.
	1. Executive Committee—Duncan (chair) Members-Duncan, Gwen, Jan and Deb
	2. Finance- Jan Schmidt (chair) (See report.) Committee— Board Members- Jan, Duncan, Danny, and Chasadee has agreed to join. Gloria, Irv and Jack Lee remain active as emeritus Board Members.
		1. Financial statements for first half of the fiscal year are attached.
		2. We need to make a transfer from High Country Bank to continue keeping cash balances below FDIC limits.  Interest rates are very low resulting in lower than expected returns. The $85,000. PPP loan is still shown as a loan, but we are expecting that to be forgiven. We will not be eligible for the second PPP loan.
		3. The Capital Campaign funds will designated as 65% Salida/35% BV unless donors stipulated otherwise in the new Capital Campaign report that the Finance Committee has been working on. This designation will be included in the monthly reporting package starting next month.
		4. The auditor highlighted in a management letter that the club should have a system of internal controls (e.g. safeguarding assets, separation of duties) and that cash reporting should be improved. For example, unused bank accounts should be closed and the moneys held in one bank account with restricted and unrestricted cash accounted for.
	3. Facilities—Gwen (chair) reported. We need a BV resident to chair the BV portion. Committee—Karen Dills, Scott Erchul, Rod, Cara, Greg Justis, Jim Reese, Jeanine, Karen Karnuta, Deb. Gwen/Brian will reach out to Dave Blazer in BV.
		1. Buena Vista Club: Schools remain open. The BV task force is functioning well and met with three architects this am. Conversations continue with Abe Hochman. Dustin, Cara, Wendell, Karen are on the committee. More guidance is needed on whether two separate committees should go forward. Dustin has agreed to chair the BV Committee.
		2. Salida Club: Playground decisions are coming up.
	4. Capital Campaign Committee—Duncan reported—Committee members— Duncan, Julie, Oren, Brian, Karen Dills, Wendell, Dustin.
		1. 4. Monthly capital campaign meeting to touch base on potential donors.
		2. 5. Working with RD/Cara on a Chaffee County stewardship event in the fall.
	5. Continued focus on stewardship and reaching out to potential donors.
	6. The webpage is in the quiet phase and allows us to download specific information and will include a picture gallery and videos. 3. Gift agreement has been redesigned and is focused on the thank-you.

 e. Marketing/RD updates—Cara Larimer reported. Committee members—Cara, Oren and Marji has agreed to join.

 i. The EoY goal was $130,000. We have currently received about $127,000. in.

 ii. The team would like to revamp the way sponsorships are pursued. BGCCC is looking for community members who like to organize events. Constant Comments e-mail blasts will be released starting in February and then 6 times a year.

 iii. The Youth of the Year will be a virtual event in late April/May.

 iv. The BV drive-in event will pull from families county-wide and will be a kid based event.

 v. In 2021, there will be one in-person joint event in the fall/late September.

 f. Safety—Mitch reported. Committee members—Mitch, Brian, Deb and Harry Payton.

 i. The committee met last week and there were no incidents to report for 2020. *No* *COVID cases*. Both clubs are currently serving 60 kids which is double last summer’s capacity.

 ii. The staff will be getting vaccines the first of March. Mitch will meet with Jonathan next month.

 g. Governance— Committee members—Duncan , Amy Dennis, Jan and Gwen, Gloria will maintain the binders. This committee meets as needed and did not meet this month.

Meeting adjourned at 7:01pm

Next Board meeting on 2/23/21

Respectfully submitted, Deborah Payton, secretary