



BGCCC Board Meeting
Tuesday, February 28, 2023

Meeting called to order at 5:34 pm.

- I. Members attending in Salida: Duncan Campbell (Board Chairman), Gwen Allen (Board Vice Chair) Jan Schmidt (Treasurer), Deb Payton (Secretary), Brian Beaulieu (Executive Director) Marji Ackermann, Kristen Hussey. Via GTM: Felicia Hermosillo, Dustin Nichols, Chasadee Weaver, Regrets: Mitch, Barbara and Carlton. Investment Committee: Dan Shore, John McGowan
- II. Moments for kids with Brian introducing Evanleigh who is a junior staff member. Evanleigh helps with the younger members and is “taking on responsibility and multitasking to maintain responsible authority. We Spread positivity through art, SPARK, and homework help.” She works at the front desk to check members in and out. Teen night is great with games, hide and seek. Snacks and talk about how their day is going. It’s very uplifting and active and gives people an opportunity to grow and improve friendships Teen night is Thursday 6-8pm. Every other week. Spread the word. Duncan indicated that getting the word out is important. Jan asked, “Does Jr Staff prepare you for the working world?” Evanleigh responded “Yes, It’s very good for time management.” Brian indicated that Irene is now paid staff.
- III. Review and approval of January Board Minutes. In the minutes, change vote to \$10/yr for the BV lease/ done.

Vote: With the changes made, Marji made a motion to approve the January Minutes and Gwen seconded. Unanimously approved.

- IV. Semi-annual Investment Committee Report—Jan—Committee: Dan Shore, Tom Jacobson, John McGowan, Jan Schmidt
 - A. Annual report-dated 12/31/22—John—Allocation of managed fund.
 1. The *Endowment Fund* is a long term investment and is conservatively invested. Allocations are 50% stocks/50% Bonds and it is diversified globally. The fund is a hedge against inflation and on last report has a \$276,161.00 value. Two thousand dollars is donor restricted. Operating surplus will be moved into the endowment.
 2. The *Capital Campaign fund* is focused on preservation of capital with a current value of \$1,539,811.00 in operating reserves and Capital Campaign. All investments are fixed income, FDIC insured, and CD’s interest rates are now at 4.5% and above. The committee will reinvest CD’s as they mature through the wealth advisors
 3. The *Operating Reserve, Scholarship Fund/other* is currently at \$445,912..

4. Performance- The past year has revealed volatile markets with returns positive on dividends and CD's There are paper losses with the down market, but this money remains invested. The funds were invested monthly with dollar-cost averaging. It includes 15% traditional cap weighted and 15% equal weighted ETF's with additional layer of diversification. The portfolio was down 8.7% while the S&P was down >15%.
5. Mariner Wealth Advisors—Jan indicated that the Investment Committee would like to hire a wealth advisor to manage the capital campaign. Fidelity recommended 3 advisors and the finance committee chose Mariner Wealth Advisors. They have a history with Boys and Girls Clubs and would provide a professional firm doing the investments. The advisor fee will be .35%. This move would provide good optics for grant writing and donors.

Vote: Jan made a motion to proceed with Mariner Wealth Advisors on an annual basis with their annual management fee at .35%. Kristen seconded. Unanimously approved.

V. Business Sponsorship materials—RD—Marji

- A. The packet was modified from last year's materials. YOY is now excluded from the sponsorship materials, and we no longer state a BGCCC sign will be provided for businesses to post. (We never actually provided signs, although we could create one if a business requests it.) The business sponsorship year runs Jan. 1 - Dec. 31.
- B. The sponsorship letter has room for additional signatures with Brian and Duncans in place.
- C. A fillable PDF document has been created to allow businesses to enroll online.
- D. The Impact Report is included.

VI. New Monthly Graphical Dashboard—Tessa—The Dashboard is updated monthly. KPI's should be submitted by Committee Chairs. To access the Dashboard>>BGCCC website>>About Us>>> BGCCC Data Dashboard. It is password protected to secure data as this information is confidential.

- A. The Finance section shows numbers for the fiscal year which is 7/1-6/30. Jan would like the Finance KPI's to be a bar graph.
- B. Club Stats includes average daily attendance, with memberships running from August to August. Youth served includes all students served including youth who participate in Smart Moves programs within the schools. In this case, BGCCC staff go into the school system to work with students.
- C. RD: The newsletter is released quarterly. Business sponsorships will be recorded on the Calendar Year.
- D. Governance.
 1. A Quarterly review of policies and procedures will occur.
 2. Board Member Term trackers are in place on the Dashboard.
- E. Safety:

1. The front entry has been designed and construction will be scheduled to minimize impact.
 2. Good catch and Incident reports are being utilized.
- F. Facility KPI's will track progress at the BV and Salida Clubs.
- G. The BV Capital Campaign is now at thirty four percent of the way to our \$7.5million dollar goal. (As shown on the thermometer). The pyramid breaks down donations by amounts given.

VII. Tessa is converting to full time status with salary adjustments. Duncan-Brian.

- A. Tessa is currently part time at 20hrs per week and making \$31k. When she converts to full time status, she will make \$62k plus benefits. Tessa is ready to put in her notice with her other employers and will be available for full time status in 30 days.
- B. Salary adjustments: Austin is currently at \$56K and his salary should be adjusted to \$63K to reflect his increased workload (grant writing and extra duties), and his seniority. Middle managers also should receive a salary adjustment. Kiki is currently at \$44.7K and Jen at \$48.7K. With Master's degrees, each should receive a \$2K/yr salary boost. Separately, merit reviews will occur in June. Dustin and Felicia feel that we should support good employees.

Vote: Gwen made a motion to adjust salaries to reflect the employees expertise and to hire Tessa full time. Jan seconded . Unanimously approved

VIII. Committee report outs:

- A. Finance—Jan. **Read financial statements.** The budget is tracking well. The near final draft from the Auditors is attached and the independent accountant reports to the board.
1. No significant issues in internal control were found.
 2. Payroll and time sheet reports need to be reconciled. The books were correct but paystub deductions needed to match.
 3. Receivables— \$75k pledge was recorded as received. Austin discovered this and made the correction. He will monitor this along with the finance committee. This skewed the financials and \$75K extra was sent to the endowment fund that was not currently on hand. That amount will be adjusted for this year.
 4. Donors—BGCCC will maintain copies of checks (with acct numbers masked), letters, form 990 preparation and other correspondence.
 5. On Tuesday, May 16 @ 5:30pm the Financial Acumen class will be held.
 6. BV CC pledges should be shared with all board members?.
 7. Taylor and Roth still does not have the final audit report. They've extended the form 990 spot we are not out of compliance.
 8. Budget will be the focus of the Finance Committee

9. **Action Item:** Austin-Procedures-For multiyear pledges, DR 1317 forms should be done every year and there should be checks and balances to ensure that they are completed, especially for multiyear pledges. Document internal procedures.
- B. RD—Marji. Meeting.
- A. The RD Team discussed the best way to solicit the same business for both a business sponsorship and a Capital Campaign donation. The team decided solicitors will use their own judgment. If they can get both a business sponsorship and a CC donation—great. But if a business will only do a big CC donation, we will still list them as a business sponsor at the appropriate giving level so they get the same marketing exposure that our traditional business sponsors do.
 - B. Planned Giving— Tessa and Marji are working on print materials.
 - C. Gala- Comedian John Novosad will perform. Marji indicated that the HRRMC Gala will be one week after the Gala, we should go after those sponsors now.
- C. Capital Campaign—Tessa- So far, 34% of the \$7.5m has been raised. Special thanks to Scott Erchul who has raised \$150K from 3 investors in the past couple of weeks. They are exploring government grants as well.
- D. Safety—Mitch—
- A. A Safety meeting was held today. At the Salida club, a new front entry will be constructed with remote locking capability, signage is in place throughout the facility and windows are numbered.
 - B. Deb is working on the Emergency Operating Plan, Good Catch Forms and new checklist templates.
- E. Facilities: Dustin
- A. Salida Club—The performance room renovation continues. A new water fountain was installed.
 - B. BV Club — The gym is being planned along with the town Rec Department to include courts and walking tracks. The committee is working on the conceptual plan with Lou Galetta and Abe Hochman. They will meet on Thursday morning to complete the site plan and will then present to planning and zoning and the town trustees. Jen does attend these meetings.
- F. Governance—Duncan—
1. Carlton and Barbara will be on the Governance Committee. The BGCA template will be used.
 2. All committees should take minutes with action items listed and post them on the board portal via Brian.
 3. Diversity Equity and Inclusion (DEI) March Meeting.
 4. Policy and Procedures should be updated quarterly.

G. Programs—Brian—

1. Staffing—BGCCC newest AmeriCorps member, they/them, African-American Sam Sheffield is living at the hostel \$400./month. They are a full time employee and is quite self-motivated. The summertime AmeriCorps member will be camping in an RV and is looking for options for long term parking/camping.
2. Atmos Energy has donated \$3k up from \$1250. The donation is to be used for a book vending machine which costs \$3k for books and \$6500. for the vending machine. Donors can sponsor one year of books for \$3k.
3. Greg Justis has been holding chemistry sessions. Tessa will videotape these classes.
4. David Blackburn has indicated that programs that don't fit into the school curriculum can be run by BGCCC staff.
5. On Thursdays, from 6-7pm the Lacrosse team uses the Salida Club. With this team, 12 kids have joined BGCCC with a one year membership.

Important calendar dates

Youth of the Year (YoY) April 6, 2023. The state YoY is 4/18 at Denver Art Museum.

Donor recognition event Surf Hotel. April 14th from 6-7pm for all Board Members and VIP members.

Colorado Alliance meeting on 4/18

Finance Acumen Training 5/16 at 5:30pm.

Meeting adjourned at 7:29 pm

The next Board meeting will be held on Tuesday, March 28, 2023 in Buena Vista.