



Board of Directors Meeting Minutes

March 11, 2009 at 848 W. Lancaster Blvd.

Present: Drew Mercy, Luis Garibay, Adrienne Rolka, Nicole Nutt, Steven Derryberry, Josh Mann, Jonathan Galier, Kelly Scroger, Heather Swan, Ronda Perez

- I. Call to order for closed session: 6:40pm
- II. Closed Session discussion
- III. Adjourned closed session: 7:27pm
- IV. Call to order: 7:30pm
- V. Approval of Minutes – Motion: Adrienne, 0 Noes
- VI. Executive Reports
 - a. President
 - See New Business
 - b. Immediate Past President
 - No Report
 - c. Community Development
 - Not present
 - Drew presented:
 1. Volunteers are needed for the mock job interviews at Lancaster High School. Tuesday and Wednesday 4/7 & 8 from 11:30am – 1:00pm; 4 or 5 people are needed each day.
 2. Jerry Woodward will be speaking at the April GMM for the upcoming job shadowing program.
 3. Relay for Life is 4/18; Julie will be chairing the project
 4. Volunteers are needed to work the soda booth at the Poppy Festival on 4/25 & 26.
 - d. Individual Development
 - March Madness 80's night is coming up on 3/28 at 8:00pm at Nick West's house. Alex Fowler is the chair.
 - The theatre trip that was scheduled for May has been canceled since the play has been pulled. Nicole will work with Lauren to find a replacement event.
 - The Las Vegas trip has been transferred to Jonathan as a social event.

- The ID committee has begun planning for June and is looking into a behind the scenes tour of the Getty Villa. As of now the tours are offered on the weekdays, a Friday is being considered.
 - Nick West will be making a presentation at the April GMM regarding volunteers needed at the Lancaster Museum and Art Gallery and the Western Hotel.
- e. Business
- See New Business
- f. Marketing
- The chapter's business cards will be in tomorrow, 3/12.
 - The chapter's website will be up and running on Monday 3/16.
 - Kelly will contact Alex about setting up a Paypal account so we can accept payment online.
 - Josh presented the opportunity to advertise in the Lancaster Performing Arts Center playbill for the upcoming season.
 - Josh will work with Adrienne to get the newsletters posted to the website.
- g. Management
- Adrienne will be meeting with Drew and Luis to continue on the awards applications and the CPGs.
- h. Membership
- Jonathan is working on a membership package for businesses. Jonathan, Josh, and Steven will all work on several different package options for review at the April board meeting.
 - The chapter currently has 42 members.
- i. State Director
- Not present
- j. Treasurer
- The account currently has just under \$2000.00
 - Membership dues are due for a few members; Kelly will work with Jonathan to contact those people.
 - A & I report:
 1. \$460 in ticket sales
 2. \$50 in tickets still outstanding
 3. \$612 paid to Eduardo's
 4. \$69.37 paid to John Peeple's for decorations
 5. \$221 was the total expense to the chapter
 - Kelly contacted the state regarding settling the account problem with the double payment, she has not received a response. Luis will work with her to settle this.
 - Kelly has created a check request form that is to be used for payments and reimbursement requests. This will be posted to the website.
 - The check signature authority is currently with Patti and Luis. The signature authority will be transferred to Drew and Kelly. Kelly will sign all checks except those made payable to her; Drew will sign those.
 - ___ Kelly will change the chapter debit card into her name.

- Kelly will contact Alex about setting up a PayPal account, so we can accept membership dues online.
 - There is money to finish the non-profit filing (\$375) and reimburse Steve for the initial filing fees (\$150).
- k. Secretary
- A Code of Conduct has been presented for review. Please review and bring comments to the April board meeting.
- l. Legal Counsel
- N/A
- m. Historian
- Ronda has received many requests from friends on Facebook to join Linked In. She will move forward with creating a chapter profile on that site as well.
- VII. Old Business
- a. None
- VIII. New Business
- a. ID committee has requested \$200 for the 80's party (\$100 for drinks, snacks and décor and \$100 for karaoke rental); this will be subsidized by charging \$5 per person. Motion – Ronda, Second – Adrienne, 0 Noes.
 - b. Drew announced that Heather Kennedy will be the new Social Director under the Membership VP. After the 80's party all social activities will be under her responsibility.
 - c. Steve will finish the non-profit status filing for the chapter and will be reimbursed for the initial filing fees. \$525 allocated to complete this. Motion: Josh, Second: Ronda, 0 Noes.
 - d. Steve presented a partnership opportunity with AV Winery. AV Winery has offered us a private wine party on either 4/4 or 4/11 in exchange for 1 complimentary membership and support of D4 wines via Facebook and photos. Need 20 people to attend. Discussion was held that the event be possibly moved to May 2nd. 0 Noes.
- IX. Announcements
- a. Heather needs descriptions for the upcoming events to be put on the email blast.
- X. Next meeting: April 1, 2009 at 6:30pm at 848 W. Lancaster Blvd.
- XI. Adjourned at: 8:23pm