

WATERFORD COALITION FOR YOUTH
EXECUTIVE BOARD MEETING (virtual via ZOOM due to COVID-19)

March 1, 2021 – MEETING MINUTES

Members In Attendance: Rich Kuhn (co-chair/51st District Court), Anne Kruse (co-chair/WSD Admin), Deb Cramer (WCFY Interim Exec. Dir.), Kathy Duff (Vice Chair), Tammie Wolfe (Secretary), Mary Craite (Member At Large/WSD teacher), Chris Burlingame (WSD youth liaison), Dave Gulda (PD) and Josh Bowren (Media).

CALL TO ORDER by co-chair, Rich Kuhn at 5:08 p.m.

ADDITIONS TO THE AGENDA: Old Business regarding hiring a New Director was discussed here. Rich reported that he was contacted by the Police Chief regarding the background check for the candidate. He was informed that the candidate would not be able to be in the Police Department due to her background check. Rich and Anne had a meeting with Julie Brenner and Mary Ann Vergith from ACHC. Rich contacted the candidate to discuss the findings and the offer was withdrawn. After the Board had a discussion regarding this matter, it was decided that the interviewing committee would speak after the meeting to discuss the next step in interviewing/hiring a person. It was further decided that the Board would be sent the option for the new Director via email and would also cast votes by email. In the event there were unforeseen circumstances, an emergency Board meeting would be called.

INTRODUCTIONS / GUESTS: None.

SECRETARY'S MONTHLY MINUTES: The February 1, 2021 minutes were reviewed. Motion to accept February 1, 2021 Minutes – Josh Bowren, 2nd Mary Craite. Motion passed.

TREASURER'S REPORT: Motion to accept Treasurer's Report – Tammie Wolfe, 2nd Christ Burlingame. Motion passed.

Checking - \$4,340.48	
Savings - \$198.74 - L.A.M.E. Bake Sale	
Remaining ACHC Balance – \$23,056.10 (Primary)	Annual \$35,000.00
\$2,775.70 (PFS)	Annual \$5,000.00

DEB'S REPORT

- **Laptop** is good.
 - Quickbooks 2 options: (1) downloaded to laptop or (2) online. Payroll is currently done by ADP @ \$46 per pay, the 2nd option is to add to Quickbooks for \$37.50 per month (this is 50% off the 1st year). Josh motioned and Mary 2nd motion to purchase Quickbooks download for \$399 for 3 years and continue with payroll through ADP for \$46 per pay. Motion passed.
 - Microsoft Office Suite had all of the programs needed and was purchased for \$69.99. This is on Auto-Renew so it must be cancelled before renewal to avoid higher price.
- **Reminder** – Board Governance Training – scheduled for WCFY April 12th meeting with Julie Brenner from ACHC (after new director in place). ACHC requires all board members attend.

- Deb shared a brief discussion on her retirement. She said it has been a wonderful experience. She has met so many people. It is bittersweet to be leaving. She said she would be back to help with the Taste.

OLD BUSINESS:

New Director Hire – see notes above under “Additions to the Agenda”.

Website status – Chris changed the website contact from Heather to himself. It is \$276 to renew the website. He is working on the options for the domain name. There is an option to pay the domain for 1 year \$50, 2 years \$90 or 5 years \$190. Chris recommended that it be renewed and to purchase the domain name for 5 years. He will get back to the Board on the final options.

NEW BUSINESS: None.

YOUTH REPORT: None in attendance.

ACHC MEETINGS: No report.

SECTION REPORTS:

- **Dave Gulda** (WPD) – Back in school, some parent traffic issues. There are 400+ drop off / pickups at Kettering.
- **Anne Kruse** (WSD Admin) – There are parent traffic issues at her school as well – 120 cars/day.
- **Josh Bowren** (Media) – The yearly State of Waterford Township had more attendance that previous years.
- **Mary Craite** (Member At Large / WSD Teacher) – She thinks that parents could use some help/training to help the students. It was suggested that Kris Miller training would be helpful.
- **Chris Burlingame** (WSD youth liaison, Kettering Student Leadership) – There is a Blood Drive on 3/12.
- **Rich Kuhn** (51st District Court) – Court is status quo.

ADJOURN: Motion to Adjourn – Josh Bowren, 2nd Tammie Wolfe. Motion passed. Adjourned by co-Chair, Rich Kuhn at 5:57 p.m.

MEETING: Virtual on Monday, 4/12/2021 at 5 pm.