

YMCA-WEIU  
Board of Directors  
Date: January 18th, 2022

**Present:** Lucas Ferrin, Dale Buchberger, Marie Nellenback, Rachel Stowell, Dawn Wayne, Amy Fuller, Gary Guariglia, Claire Sargent, Jessica Kolodzie, Ally Colvin, Mike Balestra, Bob Scarbrough,

**Excused:** Dan Walter, Freddie Wilson III, Chris White, Patrick Carbonaro, Dan Rivers

**Staff Present:** Denise Tabone, Andy Logue, Dorteia Hughes, Amy Wallner, Stephanie Bales

This Meeting was held via Zoom

**Call to Order:** Marie Nellenback called this meeting to order at 4:47

**Staff Introductions:** We welcomed Andy, our new HR Business partner to the YMCA Family, He started January 10th previously working for Wegmans for over 20 years.

**Acknowledgement of Conflict of Interests.**

No conflicts of interest

**Approval of December 21st, 2021 Board Minutes**

1st Motion to approve Dawn Wayne, 2nd Motion Dale Buchberger, Approved Unanimously

**Finance**

- 1.) Cash position healthy. We have net of our reserves 1.1 million in cash available.
- 2.) In December we added \$50,000 to a maintenance reserve in both Auburn and Skaneateles and \$100,000 to camp. The Auburn branch now has \$90,330 the Skaneateles branch has \$97,008 and Camp has \$152,650 in the reserves.
- 3.) Accounts receivable up primarily because we expect payment from the Youth Bureau and the United Way and (2) childcare stabilization checks expected, These had not come in as of 12/31/21. We have received 1 check and the United Way money in January.
- 4.) Have not yet made depreciation or investment entries for the year and we have some outstanding invoices in regards to the income statement.

The YMCA goes through Audit in February, 990 due in May  
The Audit will be reviewed at the April Finance meeting with the Auditors  
The 990 will be reviewed by the board at year end.

Nothing to approve by the board at this meeting.

### **Near Memorial Trust.**

The YMCA is a beneficiary of the Wilson J Near Sr & Ruth J Near Memorial Trust. We share the trust with "The Home" and Westminster. 5 percent is drawn on the trust and of that percentage 25% goes to the YMCA. We get a quarterly payment and the group meets quarterly to review the trust. The money the Y is getting this year totals in the high \$80,000 range. Need to authorize Denise to act on the Y's behalf when it comes to the Near Memorial trust. Motion to authorize Denise.

1st Motion to approve Gary Guariglia, 2nd Motion Bob Scarborough, Approved unanimously.

### **Governance**

1.) Conflict of Interest policy turn in

2.) Review Whistleblower policy

Motion to approve Whistleblower policy.

1st Motion to approve Dale Buchberger, 2nd Motion Gary Guariglia, Approved unanimously.

Point person for the Whistleblower policy will be the head of the finance committee

3.) Board member responsibilities.

Review Board Member Job description.

Need 2-3 enthusiastic members on the governance committee.

As a board member your fiduciary responsibility is to the Auburn YMCA

Please pick a committee to join if you are not currently on a committee

Attend meetings regularly and read information provided to you prior to the meeting.

Attending finance committee meetings will get you up to speed on the finances if you have any questions.

### **SCC negotiations,**

Last Friday there was a meeting with Meg O'Connell, Dan Fessenden, Patrick Carbanaro, Marie Nellenback, Gary Guariglia, Denise and Dale Buchberger. Denise provided historic information prior to meeting Dan and Meg to review for context as they act as mediators. Dan asked if we wanted to co-operate the Skaneateles facility and we agreed it has been successful. We want to operate the facility but we do not want to be micro-managed. Marie reviewed the details of the meeting and provided a background of the negotiation history.

### **CEO Search**

Y alliance assigns someone to be in charge of our CEO search. They will meet with Marie and Dale this week for next steps. We need 1 or 2 community members to join the CEO search.

## **CEO Report**

Board of Directors website page. Denise sent letter directing to log into BOD website page. Board listing, standing committee assignments, Bylaws, minutes, Investments on internal board site.

Update from the branches, COVID-19 is running through the staff at both branches. Both Y's have been busy. There will be blood drives, March in Skaneateles and April in Auburn. BonTon registration open. Currently have 70 people already registered for Bonton.

Motion made to move meeting to executive session

1st Motion to approve Marie Nellenback, 2nd Motion Rachel Stowell, Approved unanimously.

## **Meeting Adjourned to executive session**

**Next Scheduled Meeting – Tuesday, February 15th, 2022 @ 4:45pm**

Respectfully submitted,

Rachel Stowell

YMCA-WEIU  
Board of Directors  
Date: February 15th, 2022

**Present:** Dan Walter, Dale Buchberger, Chris White, Gary Guariglia, Bob Scarbrough, Mike Balestra, Dan Rivers, Dawn Wayne, Patrick Carbonaro, Rachel Stowell, Freddie Wilson, Ally Colvin, Claire Sargent

**Absent:** Marie Nellenback, Amy Fuller, Jessica Kolodzie, Lucas Ferrin

**Staff Present:** Amy Walner, Denise Tabone, Dorothea Hughes, Stephanie Bales, Andy Logue

**This meeting was held via Zoom**

**Call to Order:** Dale called the meeting to order at 4:47 pm

**Acknowledgement of Conflict of Interests.**

No conflicts of interest

**Approval of January 18th, 2022 Board Minutes**

1st Motion to approve Bob Scarbrough, 2nd Motion Dawn Wayne, Approved Unanimously

**Finance**

Gary Guariglia presented the February financials

Auburn Branch

Revenue is down relative to budget mostly due to timing payment from DSS made late in the month. SACC numbers down due to Covid. Contributions up from budget. Contracts and Grants slightly behind by about \$4,000. 3PK and UPK slightly down, but new kids are being enrolled in the program. Membership up by about \$4,500. Supply cost are down.

Skaneateles Branch

Revenue over budget by \$13,000 mostly in the rentals of ice rinks, gym and pool. Membership revenue was over by \$9,000. Program revenue was off primarily due to timing. Salaries were up \$8,000 mostly due to increased need for lifeguards. Professional services up almost \$3,000 actual verse budget due to Active fees and credit card fees as well as timing for the month.

Combined Statement

Revenue over budget by \$6,600

Expenses better than planned by about \$15,000.

**Motion to approve Financials**

1st Motion to approve Gary Guariglia, 2nd Motion Freddie Wilson, Approved Unanimously

Dale asked for a motion to approve the crisis communication plan.

### **Motion to approve Crisis Communication Plan**

1st Motion to approve Freddie Wilson, 2nd Motion Dawn Wayne, Approved Unanimously

Further discussion;

Current plan still has Chris Nucerino's name listed on an embedded text box.

Just made edits on crisis communication plan

Up to senior management and executive team to make the call on a specific crisis.

A lot of the information on the plan came directly from the YUSA. The board should approve every year. Chris White asked if there was a procedure for an active shooter. Andy, HR partner, just issued training to staff regarding active shooting. Each department has their own plan due to the differences in space and activities. When an incident occurs, the departments get together after to discuss how it went. Chris offered to assist with planning with his background as a police officer and Student Resource officer. The Y previously had a retired police officer and deputy sheriff walk through with suggestions for the plan. This was reviewed at the Skaneateles and Auburn All Staff meeting prior to Covid. Skaneateles has an active shooter plan and has black out shades for preschool windows.

Motion amended to delete text box with Chris's name on Crisis management plan.

Approved Unanimously

### **Motion to approve Youth Protection Plan**

1st Motion to approve Freddie Wilson 2nd Motion Dawn Wayne

Further discussion;

Bob Scarbrough brought up Praesidium was mentioned in quite a few locations. Should the YMCA be named in lieu of Praesidium. Praesidium is making the recommendation for best practices. The Y works toward meeting all the best practices. Denise said she would check with the YUSA and Y Alliance to check where the Y should be listed and where Praesidium should be listed

Approved Unanimously

### **Board Training**

The Chamber of Commerce is going to record the Fiduciary responsibility training. The Y board can view the video at their convenience. The training was conducted by Hancock Estibrook. Dale will follow up with Amy fuller for training.

### **SCC Negotiations**

The YMCA is still in conversation with the SCC

## **CEO Report**

Mask mandate was lifted with positive results from staff and members, and increased building usage. There are a lot of upcoming events and we have been filling many positions. Please see the website for all jobs posted. During February break there will be Kids day out in Auburn on the 23rd with the Bubble Man at 10:00. In Skaneateles, Mitten Mania for ages 3-5 February 22-24. There will be Freaky February Fun Days for 5-12 years olds. There will be both baseball and softball clinics starting March 1st. Camp and SACC will open registration as of March 1st. Little league registration opened today. Basketball skills in on March 11th. Livestrong is currently in Skaneateles and will start again in Auburn in March. Denise will be updating the boards page. Feel free to call Denise with any questions.

## **Further Discussion**

Bon ton status; has 300 total slots, 120 slots left to fill. Anticipate being filled this season. Amy will send out more information as it gets closer. This is our largest fundraiser, a 7-day bicycle tour in conjunction with the Cortland YMCA. We are looking for volunteers.

Annual meeting will be on March 22nd 2022

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Friday night youth nights have had a lot of positive feedback. This is Free youth programming that Melissa Cartner has led. There are also some paid sports programs available in the large gym; currently this is basketball. This is to create a safe positive space for the kids to go and promote camp and other youth programming.

## **Motion to move into Executive Session**

1st Motion to approve Gary Guariglia 2nd Motion Rachel Stowell, Approved Unanimously

YMCA-WEIU  
Special Meeting  
Board of Directors  
Date: March 9, 2022

**Present:** Marie Nellenback, Jessica Kolodzie, Amy Fuller, Dan Walter, Chris White, Gary Guariglia, Bob Scarbrough, Mike Balestra, Dan Rivers, Dawn Wayne, Patrick Carbonaro, Rachel Stowell, Freddie Wilson III, Ally Colvin, Lucas Ferrin

**Absent:** Dale Buchberger, Claire Sargent

**Staff Present:** Denise Tabone

**This meeting was held via Zoom**

Marie called the meeting to order at 4:03pm – Entered into executive session

Motion to adjourn executive session and return to open meeting at 5:21pm  
Motion by Rachel Stowell, Second by Bob Scarbrough, All in favor

Motion to pause the YMCA CEO Search & review decision at the next regular board meeting (April 19, 2022)  
Motion by Rachel Stowell, Second by Bob Scarbrough, Passed Unanimously

Meeting Adjourned at 5:32pm

**YMCA-WEIU**  
**Board of Directors**  
**Annual Meeting**  
**Date: March 22, 2022**

**Present:** Dan Walter, Dale Buchberger, Chris White, Gary Guariglia, Bob Scarbrough, Mike Balestra, Dawn Wayne, Rachel Stowell, Freddie Wilson, Ally Colvin, Claire Sargent, Marie Nellenback, Amy Fuller, Jessica Kolodzie, Lucas Ferrin

**Absent:** Patrick Carbonaro, Daniel Rivers

**Staff Present:** Amy Walner, Denise Tabone, Dorothea Hughes, Stephanie Bales, Andy Logue  
(several other staff were on this call due it being the All Staff/Annual Meeting)

**This meeting was held via Zoom**

**Call to Order:** Marie called the meeting to order at 4:56 pm

**Finance**

Denise did a high-level overview of the finances for 2021.

**Recognition**

Marie thanked all members of the Board of Directors as well as members of YMCA committees

**Nominations**

Marie motioned to accept the slate of officers as presented:

Chair - Dale Buchberger  
Vice Chair - Rachel Stowell  
Treasurer - Gary Guariglia  
Secretary - Dan Walter

Seconded by Freddie Wilson III, All in favor... Motion approved

Marie motioned to accept the candidate for the Class of 2025:

Patrick Carbonaro – 2<sup>nd</sup> term  
Gary Guariglia – 2<sup>nd</sup> term

Seconded by Freddie Wilson III, All in Favor... Motion approved

**Recognition**

Marie Recognized the board members that joined in November; Chris White, Dan Walter, Bob Scarbrough & Mike Balestra.

Marie thanked Ally Colvin for her dedication to the Y and serving a three-year term with the board.

Motion to adjourn made by Marie, seconded by Bob Scarbrough at 5:05 pm

**Denise presented Marie Nellenback with the 2022 YMCA Member of the Year award.**

Thank you, Marie for all that you have done and for your endless commitment to the YMCA!





YMCA-WEIU  
Board of Directors  
Date: April 19th, 2022

**Present:** Dale Buchberger, Amy Fuller, Dan Walter, Chris White, Gary Guariglia, Bob Scarbrough, Dawn Wayne, Rachel Stowell, Claire Sargent, Jessica Kolodzie, Lucas Ferrin

**Excused:** Marie Nellenback, Freddie Wilson, Mike Balestra, Dan Rivers, Patrick Carbonaro,

**Staff Present:** Amy Wallner, Denise Tabone, Dorothea Hughes, Stephanie Bales, Laura Clary

**Presenter:** Olivia Green

This meeting was held via Zoom

**Call to Order:** Dale Buchberger called the meeting to order at 4:47pm.

**Mission Moment (Livestrong):**

Laura Clary gives staff presentation on YMCA program impact story. Provides overview of the YMCA's Livestrong Program. Livestrong is a cancer survivor program which is subsidized through the annual support campaign. This program serves cancer survivors and their families with 3-month family membership. Laura shares success of this program and the strong connection made between program participants. Laura speaks to this program bringing new meaning to the YMCA's annual support campaign.

**Camp Y-Owasco Project w. NYS Nature Conservancy:**

Olivia Green, Finger Lakes Water Quality Specialist of Nature Conservancy provides overview of NYS Nature Conservancy. This organization works on water quality including harmful algae blooms.

Olivia speaks on Owasco lake's nutrient issue leading to toxic algae blooms and causes being very complex. Looking to reduce nutrients from variety of sources around the lake including septic systems. Olivia reports conventional septic systems are not designed to treat for nutrients. Septic systems are a relatively lower percentage source of the nutrient issue to the lake, they are still a source. There are systems that can treat for nutrients. These systems are popular in other parts of the world, downstate, and throughout New England treating for nitrogen. The two nutrients that are a concern for Owasco Lake are nitrogen and phosphorous.

The organization is offering a grant to the Y to cover the cost of materials, installation, technical assistance, and system monitoring of Camp Y-Owasco septic system. There is very low risk. If installed and is not functioning the way it is designed to, that will be covered. The organization does not want to expose the Y to any risk. The hope is that partnership with the Y may kickstart entire region to get more of these systems installed, including residential properties. A visible site like the Y-camp and press releases can get word out that these technologies are available.

Olivia presents slides of proposal and provides visual of Camp-Y Owasco's current bathhouse and original septic plans from 1950s. Inspections of current system indicate it has mostly been abandoned and it is time to make improvements. The proposal includes a commercial sized system and can handle 1,000 gallons per day. There are three main components of the proposed system. Plan is for flow to go into FujiClean. It will treat water, get to very clean state, and then it goes into the KNuRD system to remove phosphorus. It then flows into Eljen drains and into the leach fields.

**Cost Breakdown:**

Design-	\$3,000
Materials-	\$30,000
<u>Installation-</u>	<u>\$10,000</u>
<b>Total-</b>	<b>\$40,000</b>

Has been working with manufacturers, likely be able to get cost down, possibly around \$30,000. Olivia reports close to finalizing grant with the Y to cover all of this cost. The main cost for the Y will be the long-term maintenance/servicing of the system.

Olivia reports currently working closely with soil and water conservation district on design prior to submitting to Cayuga County Department of Health for review. NYS Nature Conservancy will monitor the new system for approximately 2 years to make sure it is effective. Long-term maintenance and services will be available to make sure it is still functioning properly.

Chris White asks about annual maintenance fees. Olivia reports maintenance tends to be a little more expensive than conventional systems. The Y has been maintaining current septic system by having tank pumped twice per year instead of once every three years. Pumping costs will likely be lower with new system. There will be a servicing cost for phosphorus filter to be changed out approximately once per year. Still working with manufacturer to get firm number on this cost.

Dale Buchberger asks, given length of time phosphorus has been an issue in the Finger Lakes, and the length of time this technology has been around, why has it taken this long for this technology to arrive here? Olivia responds, septic systems are relatively smaller contribution to phosphorus, so it does not get as much attention. Olivia speaks to this project kickstarting bigger scale funding opportunities.

Dan Walter asks on life expectancy of this system. Olivia reports bulk of system is comparable to lifespan of conventional septic system if properly maintained.

**Approval of Consent Agenda: Acknowledgement of Conflict of Interests,  
February 15 Board Meeting Minutes,  
March 9 Special Board Meeting Minutes,  
March 22 Annual Meeting Minutes,  
March 22 Special Meeting Minutes**

Dale asks if there are any conflicts of interest. No conflicts of interest reported. Dale asks if anyone has any corrections, additions, or deletions to the meeting minutes. Dale requests a motion to accept all five documents.

1<sup>st</sup> Motion to Approve Gary Guariglia, 2<sup>nd</sup> Motion Bob Scarbrough, Approved Unanimously.

**Finance:**

Gary Guariglia reports adding finance Committee member. Reached out to one, will likely reach out to another potential member. Likely changing time of monthly finance committee meeting to 5pm.

Gary Guariglia reviews March financials.

Auburn Branch

Contributions under for March by \$5,600. Largely due to United Way changing timeline of their funding processing for the year. Likely going to be under for contributions for the next few months and all of 2022 based on the way United Way's new allocation of funds. Likely going to be short by approximately \$25,000 for the year. Membership revenue, over for the month by \$9,200. Program revenue, under budget by almost \$15,000. Gary reports \$7,000 of that is related to Little League and also due to lower childcare enrollment for the month of March.

Expenses, under budget for salaries and wages for the month across all departments. Supplies over budget slightly, reflective to program needs. Occupancy continues to remain under budget due to lower electric and liability expense for the month of march.

Overall revenue minus expense, loss of \$5,500 for the month March compared to a budgeted loss of \$8,200. Came in slightly better than budget for March. Year to date net profit of \$62,000 through March, compared to budgeted net profit of \$55,000.

Skaneateles Branch

Rental revenue better than planned by \$7400 due to ice rental and batting cage rentals. Membership better than planned by almost \$10,000. Program revenue continues to do well \$8,000 over budget.

Expenses- Salaries over budget by \$5,500 primarily related to aquatics and maintenance departments. Supplies costs over as well, reflective of programming. Occupancy, under budget for the year including water, gas, electric and liability insurance lower than anticipated.

Change in net assets, loss of \$14,600 versus budgeted loss for the month of \$36,283. Year to date net profit of \$24,882 versus planned loss of \$2,600.

Combined Statement

Year to date net profit of \$87,000 compared to a budget of \$52,000. Better than planned by \$35,150.

1<sup>st</sup> Motion to Approve the March 2022 Finance Report, DaleBuchberger, Chris White 2<sup>nd</sup> Motion, Approved Unanimously.

Gary Guariglia discusses Form 990 filing for 2021. No questions voiced.

1<sup>st</sup> Motion to Approve the Filing of the 2021 Form 990, Rachel Stowell, Bob Scarbrough 2<sup>nd</sup> Motion, Approved Unanimously.

**Building and Risk Committee presentation on Camp Y-Owasco:**

Rachel Stowell reports this agenda topic covered on Olivia's septic system presentation.

**Governance Committee:**

Dale announces Bob Scarbrough as new Chair of Governance Committee. Meetings to be held the first Tuesday of the month at 5pm.

**CEO Report:**

Denise Tabone reports on collaboration NYS, DEC, Soil and Water, and Nature Conservancy working a long time on Camp Y-Owasco's septic system plan. Building and risk is allowing to use funding out of maintenance reserve for projects that needed to happen at camp.

YMCAs across the country are participating this week in Five Days of Action to bring awareness to child abuse.

Denise thanks staff at both branches for additional work towards opening more programming to meet increased demand. Hired 44 staff since beginning of the year, more to be hired for Summer programming. Denise reports 28 staff having left the Y which is approximately a 10% turnover rate and comparable to the pre-pandemic turnover rate. The Y currently has 288 employees between both branches. This is approximately 150 less than what the Y had in 2019. Andy, HR business partner has been dedicated to streamlining hiring process for efficiency.

Upcoming blood drives, April 29<sup>th</sup> at the Skaneateles Y and April 30<sup>th</sup> at Auburn. Well-Being Challenge for this Summer is titled Summer Bucket List, registration open at end of May. Skaneateles, ice hockey tournaments coming up, learn to skate, and Spring swim team to start next week. Reconfiguring concession stand at Skaneateles branch to create multi-purpose space for child watch and other programs. Skaneateles Y has opening for an Aquatic Director and just hired new Wellness Director.

The Auburn branch is joining the Cayuga County Mental Health Taskforce. In the walk out for mental health appreciation on May 6<sup>th</sup> at 12pm. Proposal has been issued to City to operate Casey Park Pool this Summer. The plan is to open on July 6<sup>th</sup>. The Bon Ton Roulet has 291 participants registered, has cap of 300. Is the largest fundraiser that the Y holds. Y-360 studios are getting set up. Y-360 studios allows the Y to run classes in the studio even if instructor is not available.

Annual Support Campaign has raised \$16,000 to date with goal of \$95,000. The Y is asking every board member to consider making a gift towards campaign. Donations can be made online, by website, by phone, or at front desk.

Gary Guariglia asks if Y-USA explained why grant was not approved for camp. Denise reports no detail given on reason for not being approved.

**Motion to Adjourn:** 1<sup>st</sup> Motion to Approve Rachel Stowell, 2<sup>nd</sup> Motion Dawn Wayne, Approved Unanimously.

**Meeting Adjourned:** Adjourned at 5:32pm.

**Next Scheduled Meeting- May 17, 2022 @ 4:45pm**

Respectfully Submitted,

Dan Walter

YMCA-WEIU  
Board of Directors  
Date: May 17th, 2022

**Present:** Dale Buchberger, Amy Fuller, Dan Walter, Chris White, Gary Guariglia, Bob Scarbrough, Dawn Wayne, Rachel Stowell, Mike Balestra, Claire Sargent, Jessica Kolodzie, Lucas Ferrin, Marie Nellenback

**Excused:** Freddie Wilson III, Dan Rivers, Patrick Carbonaro

**Staff Present:** Amy Wallner, Denise Tabone, Dorothea Hughes, Stephanie Bales, Andy Logue

This meeting was held via Zoom

**Call to Order:** Dale Buchberger calls meeting to order at 4:46pm

**Diversity, Inclusion & Global Engagement:** Andy Logue and Stephanie Bales present slideshow around Diversity, Inclusion & Global Engagement. This is just the beginning of the intended work. Plans to establish committee, develop training for Y staff, and make impacts in the community.

**Approval of Consent Agenda: Acknowledgement of Conflict of Interests,  
April 19, 2022 Board Meeting Minutes**

1<sup>st</sup> Motion to Approve Bob Scarbrough, 2<sup>nd</sup> Motion Rachel Stowell, Approved Unanimously.

**Finance:**

Gary Guariglia reviews April 2022 financials.

Cash position good, \$7,000 down from last month at \$1.4M. Two unusual transactions occurred during April impacting the Balance Sheet Asset Accounts. First, \$5,000 made from disposing fitness equipment at SYCC. The equipment has been removed from Fixed Asset list. Second, the Y received a donation of fitness supplies and expendable equipment from Dick's Sporting Goods value of \$9,645. Both transactions are reflected in Statement of Activities.

**Auburn Branch**

Contributions over budget due to Dick's Sporting Goods donation. Membership continues to beat budget, over \$4,000 for April and \$19,000 over year to date. Program continues behind budget this month mostly due to loss of Little League fees collected and also less participants in the Afterschool program. On expenses, salaries were over budget across departments for April and supplies over largely due to work at Camp and UPK food expenses. Equipment was over due to the donation and the reclassifying previous purchases. Travel was over budget due to Stingray program travel expenses to States and Nationals. For the month, Auburn had a \$63,000 loss which is \$31,000 under the plan. YTD Auburn is close to break-even compared to budgeted

income of \$23,000. Anticipating closing the gap on program revenue through Summer and Fall programming.

### Skaneateles Branch

Recent hockey tournaments, some revenue shows under special events, and in rentals. Continue to surpass budget in rental revenue. \$16,000 for April and \$45,000 YTD. Membership revenue continues to be over budget, \$17,000 for April and \$47,000 YTD. Investment income reflects the sale of the fitness equipment. On expenses, salaries over budget mostly in Maintenance, Aquatics, and Membership. Occupancy over budget due to concession stand renovation project and purchase of a new water heater in the rink which will be reimbursed by the Ice Fund. For the month, Skaneateles is at a loss of \$16,000 versus a planned loss of \$30,000. YTD at \$8,600 net compared to budgeted loss of \$33,000.

### Combined Statement

Total revenue is \$67,000 better than budget.

YTD expenses are \$48,000 over budget.

The Association is ahead of the planned budget by \$18,000.

Gary mentions investment FMV being down 5%.

1<sup>st</sup> Motion to Approve April 2022 Finance Report, Marie Nellenbeck, Bob Scarbrough 2<sup>nd</sup> Motion, Approved Unanimously.

### **Governance Committee:**

Dale Buchberger discusses Governance Committee and charge it's been given. In accordance with the organization by-laws, the Executive Committee should include an At Large Director.

Dale motioned to accept Patrick Carbonaro as At Large Director appointed to the Executive Committee, 2<sup>nd</sup> motion Marie Nellenbeck, Approved Unanimously.

Bob Scarbrough summarizes Governance Committee meeting. Discussion on updating organization by-laws Article III, Section 5 regarding new BOD members with timelines to serve as guidance for future board members and Article IV, Section 1 regarding Election of officers with timelines to serve as guidance for future officer elections. Proposed timeline is reviewed and brief discussion had on purpose and benefit for proposed timeline.

1<sup>st</sup> Motion to accept the proposal to update the bylaws Article III, Section 5 and Article IV, Section I, Gary Guariglia, 2<sup>nd</sup> motion Dan Walter, approved unanimously.

### **CEO Report:**

Denise Tabone reports Camp updates. Bathhouse, director's cabin, and lodge have been cleaned and painted. Cranebrook on site removing trees last week. Bathhouse ready for new septic system installation, tentatively scheduled for the week of June 1<sup>st</sup>. Waiting county to approve permit. Clean-up day to be scheduled once there is solid date. Strong registration for camp. Open house scheduled for June 25<sup>th</sup>.



Matt working on child watch area in Skaneateles. Concession stand size has been reduced to create multi-purpose area.

Well-Being Challenge is titled “Summer Bucket List,” Registration to open next week. Last Youth Friday night in Auburn is May 20<sup>th</sup>. This has been very successful averaging approximately 30 kids. The Auburn Y is hosting Mental Health Awareness night put on by the Mental Health Task Force on May 25<sup>th</sup>.

Summer program registration going well at both sites. Lifeguard certification classes in full swing at Skaneateles. Summer Lightning at Skaneateles started, 40 kids involved. Ice rentals still strong and group exercise classes have increased. Both Ys are finishing strong with Preschool & childcare, preschool graduation near end of June. Skaneateles Y has opening for Aquatics Director and an Aquatic Coordinator. Continued struggles with hiring lifeguards, if you know anyone, please refer them to the Y.

The Bon Ton Roulet, week-long bike tour around Finger Lakes at end of July is full at 324 registrations. Amy working hard on this event. This event has not happened since 2019, so there’s a lot of follow up and dealing with new staff at each location.

United Way Funding increased by approximately \$15k this year. Almost back to pre-pandemic levels. United Way Celebrates 100 years with several events planned, one coming up on Sunday, May 22<sup>nd</sup> at Prison City North. Y will receive an award for serving in the Day of Caring up at Camp last fall.

Annual Campaign currently at about \$35k raised so far. Overall goal is \$95k. Denise thanks those who already made donations.

Denise asks board to keep staff member Lynn Hunter, Payroll Clerk, in thoughts as she is battling an unknown health issue.

Denise expresses sadness for the events that happened in Buffalo and on behalf of Y extends sympathies to anyone who knows the victims and their families. Reports friends at Buffalo YMCA are hurting, please keep them in our thoughts.

**Meeting Adjourned:** Adjourned at 5:54pm

**Next Scheduled Meeting- June 21, 2022 @ 4:45pm**

Respectfully Submitted,

Dan Walter

YMCA-WEIU  
Board of Directors  
Date: June 21, 2022

**Present:** Dale Buchberger, Dan Walter, Chris White, Gary Guariglia, Dawn Wayne, Rachel Stowell, Claire Sargent, Jessica Kolodzie, Marie Nellenback

**Excused:** Freddie Wilson III, Dan Rivers, Patrick Carbonaro, Bob Scarbrough, Lucas Ferrin, Amy Fuller, Mike Balestra,

**Staff Present:** Denise Tabone, Dorothea Hughes, Amy Wallner, Stephanie Bales, Melissa Cartner

This meeting was held at Camp Y-Owasco

**Call to Order:** Dale Buchberger calls meeting to order at 5:23pm

**Camp Y-Owasco Presentation:** Camp Director gives introduction, and each camp staff member gives their individual introduction and bio.

**Approval of Consent Agenda: Acknowledgement of Conflict of Interests,  
May 17, 2022 Board Meeting Minutes**

1<sup>st</sup> Motion to Approve Chris White, 2<sup>nd</sup> Motion Marie Nellenbeck, Approved Unanimously.

**Finance:**

Gary Guariglia reviews May 2022 financials.

Auburn Branch

Contributions over for the month of May due to camp donations and donated equipment from Dick's Sporting Goods. Contracts under budget for May due to UPK revenue. Next year's 3PK is full and only UPK almost full. Membership revenue over budget for the month and YTD is over by \$24k. Program revenue continues to be under budget due to Little League (\$23K) and SACC by \$36K. Fewer students attending SACC due to shift in need. Auburn expenses, salaries/wages over budget for May, still slightly under budget YTD. Professional services line is over budget for May and YTD attributed to legal costs for Little League. Occupancy over budget for the month and YTD due to tree removal at camp and electrical cost running slightly over. For May, Auburn had a loss of \$65k, \$34k worse than planned. YTD, the loss is at \$65k which is \$57k worse than planned.

Skaneateles Branch

Contributions slightly behind for the month and YTD largely due to annual support campaign and ice sponsorship being pushed to the Fall. Rental revenue over budget for May and ahead YTD due to strong ice rentals and batting cage rentals. Membership revenue continues to be ahead of budget for May and YTD ahead of budget. Strong family membership and day pass usage. Program revenue over budget for May and ahead YTD by \$7k. Expenses, salaries/wages

over budget for May and YTD. This is across all departments, \$18k over in maintenance salaries. Professional fees over budget due to bank fees associated with payment collection. Occupancy line is slightly behind for month and is over YTD due to water heater to be reimbursed by ice fund. Dues/fees slightly over budget for May and for the year due to bank fees associated with payment collection and lifeguard certification costs. \$47k better than budget for the month revenue minus expenses. \$82k better than planned YTD.

#### Combined Statement

Month of May Actual- \$58K loss

Month of May Budgeted - \$65K loss

YTD the Association is running \$24k better than planned

1<sup>st</sup> Motion to Approve May 2022 Finance Report, Rachel Stowell, 2<sup>nd</sup> Motion Dan Walter, Approved Unanimously.

Brief discussion had on the Y's line of credit through Tompkins Bank coming due. No anticipated use of the line of credit. Discussion on benefits of having the line of credit in place, extending the line of credit for one year, and researching other banks for same line of credit.

1<sup>st</sup> Motion made to approve Denise to extend line of credit with Tompkins for one year by Rachel Stowell, 2<sup>nd</sup> Motion Dawn Wayne, Approved Unanimously.

#### **Governance Committee:**

Dale asks if board members have reviewed and if there are any questions on the proposed addition to By-laws Article III-Directors, Section 5 to establish formal process for nominating, vetting, and appointing new BOD members each year and Article IV-Officers, Section 1 addition to establish formal process for nominating and appointing new officers each year. Discussion is had on final paragraph of Article IV, Section 1 having the Board President's term listed twice and to omit third sentence of this paragraph for reason of redundancy.

#### **Approval of By-law additions to Article III, Section 5 and Article IV, Section 1 and removal of third sentence of final paragraph under Article IV, Section 1**

1<sup>st</sup> Motion to Approve, Chris White, 2<sup>nd</sup> Motion Dan Walter, Approved Unanimously.

#### **Branch Reports:**

##### Skaneateles Branch

Dorothea reports on Skaneateles branch busy with trying to get staff to meet demand with membership, programming, and day camp. Strong demand for ice rentals and ice program clinics. Health and Wellness have full slate of classes.

Aquatics, lifeguard classes were advertised through the Red Cross and are full. Capacity is 12 per class. Several new certification and re-certification classes. Reports Skaneateles still does not have an Aquatic Director and the Aquatic Coordinator is no longer there. New session of swim lesson's starting on June 27<sup>th</sup>. There is a waiting list, staff dependent.

Good progress on concession conversion, to open for childcare programming in the Fall. Dorothea speaks on SRCT moving forward with addressing air circulation issue and have a supplier and have selected an installer. Working hard to control the air quality until project is complete. This includes keeping the Water Works off. This project to include all new ductwork. Pool will need to be closed. Dates given to the SRCT that pool can close for this work are mid-August or next Spring.

#### Auburn Branch

Amy reports on Camp Y-Owasco, Bill and Melissa preparing for camp to start. Walk-in cooler not functioning. Approximately \$1,500-2,500 to fix. To replace, \$6,000 or more. Chris asks who Y is contracting with. Amy reports Aire Serv gave this approximate figure. Camp open house is Saturday, June 25<sup>th</sup> 1-5pm. 4-5 weeks of camp already have a wait list to enroll. Resident camp almost full. Possible additional funds needed in future for cabin work. Amy speaks to Camp's 100-year celebration is next year. Possible fundraising opportunity.

Preschool picnic at Owasco playground for the 3- and 4-year-old programs was today. Preschool graduation is tonight, tomorrow, and Thursday. Preschool enrollment almost full for the Fall. Preschool Summer program is about half full. Additional swim lessons added for July and struggling to keep up with staff demand.

Bon Ton Roulet is the largest fundraiser for the Y. This is it's 25<sup>th</sup> year and is a collaborative fundraiser with the Cortland Y. Amy reports busy organizing and preparing. This event is full with over 300 participants. Bon-ton bike tour will be at Emerson Park on Monday, July 25<sup>th</sup>. This event typically nets a profit of \$50-60k. Annual support campaign forms available for handout. Amy thanks those who have already donated. Dawn asks how this year annual support campaign YTD is comparing to prior years. Amy states donations appear to be spread out but projects goal will be reached. Dale reports it is important for all BOD members to donate. Gary asks if 100-year camp celebration will be tied in with annual support campaign. Discussion on building assessment at camp and to target camp alumni with a goal fundraising figure. Discussion on engaging the camp committee. Discussion on obtaining an aerial photo of camp property. Rachel suggests appointing a lead for each generation of camp, possibly by decade.

Rachel asks about childwatch program and suggests recruiting teachers to staff for the Summer and Fall child watch. Amy reports the Y plans to be starting child watch in the Fall.

Chris commends Bill and team on work done to open camp and that it looks great.

#### **CEO Report:**

Denise reports Camp septic project is complete. Working with Nature Conservancy for signage on how it works. The Y has not received all the bills for project yet. Denise attended Women's Educational and Industrial Union dedication of historical signage on Friday, June 10<sup>th</sup>. Sign placed for women's suffrage. Denise speaks on Y membership numbers and refers to report provided to the BOD. States Auburn continues with uptick of members and speaks to Skaneateles with 47% increase in members from last year. This is the last general BOD meeting until September.

**Meeting Adjourned:** Adjourned at 6:32pm

**Next Scheduled Meeting- September 20, 2022**

Respectfully Submitted,

Dan Walter

YMCA-WEIU  
Board of Directors  
Special Meeting  
Date: August 1, 2022

**Present:** Dale Buchberger, Dan Walter, Chris White, Gary Guariglia, Dawn Wayne, Rachel Stowell, Claire Sargent, Jessica Kolodzie, Marie Nellenback, Amy Fuller, Mike Balestra, Freddie Wilson III, Patrick Carbonaro, Bob Scarbrough, Lucas Ferrin

**Excused:** Dan Rivers

**Staff Present:** Denise Tabone

This meeting was held via Zoom

**Call to Order:** Dale Buchberger calls meeting to order at 5:01pm

Dale initiates discussion on status of Auburn Y roof project. Dale provides history of 11/16/2021 BOD vote approving contractor Diamond Roofing Co., Inc. to complete Auburn Y roof repair for cost of \$141,000. It is discussed that due to supply chain issues, materials were not available, and has pushed the spring project until now which has caused a material price increase of \$20,000. Reference is made to Dale's 7/27/2022 email to the BOD to review which contains an attachment of the original contract dated 12/8/2021, a letter to the YMCA from Diamond Roofing dated 6/27/2022 informing the Y of the material cost increase, and a recent quote from a contractor J & B to compare cost. Total cost for Diamond Roofing with material increase is \$162,000 and J & B \$158,800. Discussion is had quality of work Diamond Roofing has provided to the Y and professional relationship. Most recent communication with Diamond gives a start date of August 2022 with completion date of September 2022.

The importance of staying with Diamond Roofing as they completed the first phase of the roof repair is discussed. Staying with the same contractor for continuity and to limit the potential for future liability issues.

There is question asked on details of original contract. There is discussion on whether this letter is a new contract, the terms of original contract, the adjusted cost of \$20k above the original contract amount, and impact of covid-19 pandemic on contract work and access to materials.

Discussion had on Building and Risk Committee doing due diligence in recommending and obtaining additional quotes to protect from potential risk of price gouging.

Dale makes motion to move forward with the BOD's previous approval (11/16/22), under the new guidelines of Diamond Roofing's most recent proposal adjustment for recent economic and commercial supply chain issues, 2<sup>nd</sup> motion Mike. The motion passed 13 to 2 (voting yes: Dale, Mike, Dan, Gary, Dawn, Rachel, Claire, Jessica, Marie, Amy, Freddie, Patrick, Lucas; voting no: Bob, Chris).

**Meeting Adjourned:** Adjourned at 5:30pm

Respectfully Submitted,

Dan Walter

YMCA-WEIU  
Board of Directors  
Date: September 20, 2022

**Present:** Dale Buchberger, Lucas Ferrin, Bob Scarbrough, Dan Walter, Dawn Wayne, Marie Nellenback, Claire Sargent, Rachel Stowell, Jessica Kolodzie, Gary Guariglia, Patrick Carbonaro, Mike Balestra

**Excused:** Freddie Wilson III, Dan Rivers, Amy Fuller

**Staff Present:** Denise Tabone, Dorothea Hughes, Amy Wallner, Andy Logue, Stephanie Bales, Brenda Salico

**Guests:** Leighann Sibal (YMCA of the USA), Mary Kay Polston (Alliance of NYS YMCAs)

This meeting was held hybrid Zoom/in-person

**Call to Order:** Dale Buchberger calls the meeting to order at 5:03pm

**Preschool Presentation:** Preschool Director reports 142 children enrolled in the preschool program. Focus on OCFS daycare and State Department of Education regulations are being adhered to. Reviews experiences/challenges with managing preschool department through covid pandemic. Challenges including staff shortage, covid protocols, and maintaining staff to child ratios. Additional priority of focus is to examine the facility/logistics to improve safety of preschool area in a building that was not designed to host preschool. This includes secure entrance/exit to preschool. To upgrade safety, all access points to preschool area are securely locked during preschool hours. All access doors either lock behind or passcode to unlock to ensure public/members cannot enter. Staff created black out panels for doors/windows in the classrooms in case of an emergency situation. Brightwheel digital app used by preschool staff for daily communication and can be used for immediate communication with families. Additional focus on safety also includes checking identifications.

Last year covid restrictions were reduced and preschool resumed more activities like snack day and preschool swim lessons. End of school year 2022 were able to have in-person preschool graduations in the B-Gym and that was a real highlight for families.

Kid adventures, previously known as Kindercamp, 8-week Summer program. A program opportunity for kids to maintain skills during summer recess. Every week near full capacity, 25-30 kids per week. Special events for this program held in the B-gym including Bubbleman and dance party with African drum music.

New school year and improving safety measures remains the focus. Continue to discuss pick up/drop off procedures. Training staff on how to better shelter in place and procedures for lock down. Will be planning team building and trauma informed care for staff. Two field trips



planned for preschool this Fall. Next week to Owen Orchards and then Tim's Pumpin Patch in October and preschool swimming lessons to start in November.

### **Acknowledgments of Conflicts of Interest**

No conflicts of interest

### **Approval of June 21, 2022 & August 1, 2022 Board Meeting Minutes**

1<sup>st</sup> motion to approve, Marie Nellenbeck, 2<sup>nd</sup> motion Dawn Wayne, approved unanimously.

Dale Buchberger gives his official statement of resignation from the Auburn YMCA-WEIU Board of Directors effective immediately. Dale transfers the meeting to Vice CVO, Rachel Stowell.

### **Finance**

Denise Tabone presents August 2022 financials.

#### Auburn Branch

Revenue, contributions are over for the month due to 5k donation received in memory of Ron West. YTD over budget largely due to this donation and camp donations that were used for renovations. Special events over budget by 30k due to Bon-ton Roulet. Contract YTD only, over by 40K due to Conservancy grant money for camp septic system project. Membership revenue for month over by \$3,800, approximately 12% over August, 2021. YTD membership revenue is ahead of last year by approximately 20%. Program revenue short of budget for August, fell short on camp budget. 10% over last year's program revenue for August. YTD behind budget on program revenue largely due to childcare for last school year. Currently 30 children over last year's number, should meet budget for the rest of 2022. A total of 175 children in SACC in Auburn.

Total revenue August: 25k over budget

Total revenue YTD: 40k over budget

Expenses, YTD professional services for legal fees associated with Little League and bank fees associated with increased registrations. Supplies over budget for the month and YTD due to UPK food expenses, housekeeping supplies, and camp supplies. Dramatic increase in supply costs this year. Travel expenses slightly over budget due to increased cost in busing.

Total expenses August: 22k over budget

Total expenses YTD: 46k over budget

YTD change in net assets is a positive 71k compared to a plan of 78k. About 7k ahead of budget for Auburn.

Discussion on camp busing company giving estimate in advance for next year. April or May the bus company typically gives price. Camp registration begins in January and so unable to get exact number far enough in advance for budgeting.

### Skaneateles Branch

Revenue, August contributions behind budget. The money for ice fund coming from SRCT came and will show up in September report. Remainder of variance for contributions is due to annual support campaign. Membership revenue beat budget by 13k, is over by 23% from last August, and YTD is 32% over last year YTD. Program revenue 13% over last year.

Revenue YTD: 1.4 mil compared to a budget of 1.2 mil, approximately 187K more than planned.

Expenses, professional services \$5,900 over budget due to PR firm with SRCT situation, legal, and bank fees. Supplies over due to increase cost of supplies. Occupancy over budget by 19K for month and 30k over for the year. Attributed to electricity being over by \$9,400 YTD and maintenance and repairs over by 16k which includes fire alarm service, concession stand renovation, HVAC work, and new water heater.

YTD change in net assets is a positive 31k compared to a planned loss of 46k. Almost 78K better than planned.

### Combined Statement

Currently at 3.4 mil compared to 3.2 mil budget. 155k of this is in salaries due to increased staff for increased programming. Change in net assets of 103k compared to budget of 32k, about 71k ahead of budget.

### **Motion to Approve August 2022 Financials**

1<sup>st</sup> motion to approve Gary Guariglia, second motion Bob Scarbrough, approved unanimously.

After vote discussion on budget versus actual and how the organization handles the volatility in price fluctuations. CFO reports on process of developing the organization's budget based on prediction and what is happening. The Y staff is proud of the historical data that shows how close the organization typically is to budget. Typically, a very small variance. Year 2020 through current time is difficult to forecast. Companies may do budget adjustments. This organization typically explains the reason for the variance.

### **Governance Committee Report**

Bob Scarbrough reports the committee met on August 2nd. No meeting in September. Discussed standing committee list, board term status, and voting requirement for by-law amendment. Request made regarding member meeting attendance. Reviews Article 3 section 7 of by-laws regarding meeting attendance requirements. Discussion had on whether to follow through on attendance requirement with no resolution. Committee members are working on new BOD member packet. Currently looking at Y-USA bi-laws and comparing with this organization's by-laws for alignment.

### **CEO Report**

Praise given to staff for strong Summer programming. This Fall the Y will be starting new programs and bringing back some pre-pandemic programming. Still navigating staff shortage and staff illness. Increase in employment applications though seeing a shortage in qualified

candidates. Greatest shortage continues to be for lifeguards and certified teachers. Recently, had to close Skaneateles leisure pool due to staff limitations. Continue to recruit internally, externally, and attempts to improve retention. Expanding recruitment reach through leveraging social media, NYS job fairs, recruitment table in the lobby and partnering with Handshake to post on college job boards to recruit staff.

Focusing on transition with upcoming closure of Skaneateles Branch. Decision to hire outside PR firm has been a solid decision. Dresden has been cooperative with SRCT while protecting and supporting the YMCA and its reputation. Endless hours have been committed to the SRCT issue. On 9/13 staff were informed of the discontinuation of the Y managing SYCC. Staff were informed of how much they are valued by the YMCA. Praise given to Skaneateles YMCA leadership for 12 years dedicated service. Focus of the transition team is now essential.

**Motion to move into Executive session with the understanding that essential staff members be present through SRCT update discussion.**

1<sup>st</sup> motion to approve Rachel Stowell, 2<sup>nd</sup> motion Marie Nellenback, approved unanimously.

Respectfully Submitted,

Dan Walter

YMCA-WEIU  
Board of Directors  
Date: October 18, 2022

**Present:** Rachel Stowell, Lucas Ferrin, Bob Scarbrough, Dan Walter, Dawn Wayne, Marie Nellenback, Claire Sargent, Jessica Kolodzie, Gary Guariglia, Patrick Carbonaro, Mike Balestra, Freddie Wilson III, Chris White

**Excused:** Dan Rivers, Amy Fuller

**Staff Present:** Denise Tabone, Amy Wallner, Andy Logue, Stephanie Bales

This meeting was held hybrid Zoom/in-person

**Call to Order:** Rachel Stowell calls the meeting to order at 5:01pm

**Consent Agenda**

**Acknowledgement of Conflicts of Interests**

No conflicts of interest

**Approval of September 20, 2022 Meeting Minutes**

1<sup>st</sup> Motion to Approve Gary Guariglia, 2<sup>nd</sup> Motion Dan Walter, Approved Unanimously.

**Finance**

Gary Guariglia presents September financials.

Auburn Branch

Revenue better than budget for September. Contributions were over due to Stingrays donation for touch pads. Special events over due to Bon Ton Roulet. Membership in Auburn just missed budget for September but still 18% ahead of budget YTD.

Expenses, salaries over due to Preschool, School Aged Child Care, and camp. Professional services over YTD due bank fees and legal fees cause related to SRCT and Little League. For the month, expenses were over budget by \$17k. YTD positive net change of \$41k which is about \$15k behind planned.

Skaneateles Branch

Revenue, contributions over for the month due to receipt of ice fund reimbursement. Special event funds over budget for month due to Duck Dash. Membership \$13k over for September. Revenue YTD \$231k ahead of budget.

Expenses, salaries for month right on target. Supplies over budget primarily due to housekeeping supplies, building maintenance supplies, and pool chemicals. Also due to \$3k purchase for ice skates for renters to use facility. Expenses are \$6k over budget for the month. YTD positive net change.

Combined Statement

Combined \$100k better than budget YTD.

**Motion to Approve September 2022 Financials**

1<sup>st</sup> Motion to Approve Bob Scarbrough, 2<sup>nd</sup> Motion Dawn Wayne, Approved Unanimously.

### **Governance Committee Report**

Bob Scarbrough reviews board selection process. Currently 15 board members. Limit is 23. Couple directors eligible to go off this year. Vetting period to run 11/1 through 1/31. Committee to present recommendation to full BOD at February meeting and official vote to occur at annual meeting. To nominate, names and resume should be given to governance committee. It's asked if we are looking for any specific skills. Discussion on need for more diverse BOD and auditor skills. Gary asks, how big of a slate of directors we want. Bob suggests 6-7 this year as we are sending many off in the next couple years.

### **Transition Committee Update**

Bob Scarbrough discusses membership list. Responsibility to give SRCT a membership list. Denise received written request for membership list with no date. Transition team has discussed just providing member names. Transition team is asking whether to give more information or less information. Discussion on opt out option. If opt in is used, members to be given up to 2 weeks to decide to opt in. If they don't answer than it is implied, they are not opting in. Denise says after talking with Y lawyer, opt-in is probably only option. Gary asks what information would be shared for those who opt it? This has not been decided. Discussion on allowing the members who opt-in to input only the information they want to share. Name, email address, physical address, and phone number is what SRCT wants. Could get individual forms or could use Google Doc Excel Spreadsheet. Bob says if we do an opt-in just give them this information. Rachel discusses benefit of Google Doc, allows members to fill in only what the member wants shared. Marie suggests just informing members what will be shared if they opt in. Mike states not sure what transition team has discussed with council about Skaneateles membership list. Refers to management agreement. Membership list is in document twice. Once to support capital fundraising campaign, the other is to provide membership list to be turned over within X number of days after termination of agreement. There is no blanket right to share membership. Discussion on how the request to Y lawyer for membership list stated purpose was for fundraising.

Gary asks do we have any protections against outdated information in our system. Explains there could be other risks associated with this information. What protections do we have for the Y on this? Denise states according to the lawyer, if we choose opt-in option we are protected.

Denise wants BOD recommendation so she can communicate with all of Y members by end of this week. Rachel states SRCT knows BOD is meeting today to determine path forward. Rachel states working with PR firm about message to members. This message to be at front desk and frontline staff to be educated on it.

General consensus that Skaneateles members be given opt-in option for name to be shared with SRCT. Members can opt-in by inputting name on Google Doc Excel Spreadsheet and provide contact information they would like shared including name, street address, phone number, and email address. Members may be given longer than 2 weeks to opt-in and just provide SRCT with additional names as they come in.

### **Motion to Approve Membership List be Shared with SRCT**

1<sup>st</sup> Motion to Approve Bob Scarbrough, 2<sup>nd</sup> Motion Marie Nellenbeck, Approved Unanimously

SRCT has given update on childcare. Stated thank you but as of 12/31/2022 probably will no longer need Y services. SCC is going to use their own facility. Y is now looking for option in Skaneateles School District. Hoping school district will help promote this. Rachel states Bill

(SRCT) has said they are 99% sure they will not need Y to provide childcare services in SCC come 12/31/2022.

There is concern raised about seizing operations while new management is trying to pull in and we don't want Y staff to get hurt. Discussion on how we are removing our equipment. Denise has provided SRCT with equipment list of items we are taking from SCC. This does not include supplies. Further inventory on supplies being done. Some items the Y will ask for money and just leave them. SRCT only knows the pieces of equipment, not how much each item is worth or how much we will ask for it. Denise states the Y to take recently purchased supplies and expensive equipment items.

Bob says we have 65.5 hours with Dresden (PR). Question is raised on how we get word across to membership. Doing a town hall when new ICEO starts. Talk about communication strategies to membership. This BOD needs to think of stake holders that we can reach out to and have communications with. Keep them informed of what's going on. Stake holder list on Google shared folder, share stake holders there. Jessica asks if there will be script and talking points. Rachel says yes.

Discussion on Skaneateles Y employees. Denise says SRCT originally asked for an employee list. This was not provided to them. Rachel later discussed with Bill about a hiring event and he was ok with this. There is a non-compete clause for release of Y senior staff.

Rachel states that at special BOD meeting there was an approval for transition team to act on ICEO search. There has not been a vote on transition team to make decisions for the BOD.

### **Motion to Approve Transition Team to make decisions for SRCT on behalf of the BOD**

1<sup>st</sup> Motion to Approve Rachel Stowell, 2<sup>nd</sup> Motion to Approve Bob Scarbrough, Approved Unanimously.

Bob discusses Y transition out of SCC. Now looking at mid-December. Challenge is delay of announcement of new management because staff may already be leaving to get a new job. Considering moving stuff out of SCC 2 weeks before 12/31 as long as we can still provide services. Question is asked about hiring a moving company. Denise states considering some pieces we may need to hire moving company, many items we can move. Some items we may want someone who is a certified technician to take them apart for transport. Some programs, ice, and skating rentals would still be open. Chris asks about ice skates. Denise says nothing has been agreed upon for the equipment. Chris suggests considering Casey Park in the City of Auburn for the skates.

Transition committee meeting cadence is every Thursday morning at 7am.

### **Committee Meetings/ Cadence Board/ Staff Social**

Rachel reports committees not meeting regularly. Bylaws say specific committees that have to meet, and then special committees. Per bylaws BOD responsibility that all members should be on a committee. If you are a chair, make sure you are meeting regularly. Rachel will be working with committees to create a charter.

Plan is to begin tasking committees. For example, governance committee being tasked with BOD member training and camp committee tasked with working on 100-year anniversary, membership committee tasked with working with membership director on things. All the committees need to be meeting to be a liaison with staff and BOD. Committees to be recording

minutes and reporting back to the BOD. Minutes to be submitted 1 week before monthly BOD meeting. If meeting one week or less before monthly BOD meeting, it gets presented at the next month's BOD meeting unless it is something pressing. All committees to have charters and all committees to have minutes. Rachel states we're not approving the committee minutes, just the financials. All the committee chairs need to be in contact with Rachel on this. Go to bylaws to read paragraph for each committee.

Concern is raised over size of the committees. Rachel states we should engage community members to join committees. Denise states for events like camp 100-year anniversary to form sub committees.

Looking to host staff/BOD social to build and improve working relationships. Perhaps do in lieu of December BOD meeting. This has been done in the past. The Y has just done abbreviate monthly BOD meeting an hour before or an hour after the social and Y has purchased appetizers.

### **Camp Committee Report**

Dawn Wayne gives camp committee report. Committee discussed 2022 enrollment. Enrollment down a few since last year. This was due to timing of July 4<sup>th</sup> holiday. Enrollment for that week of camp was down a lot. Resident camp down 30. Dawn shares full-time maintenance for upkeep at camp this Summer. New Septic system installed. No algae blooms this Summer. Septic system seems to be working. Bill Brown built new deck on A-frame. Also helped Denise's husband build two pavilions for programming. 4 sailboats donated for next Summer. Currently working on organizing 100-year anniversary event. Trying to get camp alumni committee organized to plan events. Will have family weekend for 100-year Anniversary. Camp to be evaluated to prioritize issues/repairs. Driveway may be a big one. Capital campaign fundraiser for camp to focus on these improvements. Committee discussed addressing long registration lines. Improving parking by staggering peoples scheduled arrivals. Discussion had on what weekend for 100-year anniversary. Next Camp Committee meeting in November, will determine anniversary weekend, June or July.

Gary asks how much is in camp reserve. Denise states \$175k right now and still putting money in every month. Gary recalls finance committee agreed to increase reserve amount. Did a top of \$50k in the account and then adding \$2,500 at the end of every month.

### **CEO Report**

Denise Tabone gives CEO report. Very consumed by SRCT. Swim team, youth sports, Volleyball, SACC, and preschool. Pre-k is at capacity. Youth Night was popular event. Started Childwatch again. Has been successful in the evening not as much during mornings. Ran October Wellness programs. Leaders club up and running soon and FIRST (fight insulin resistance through strength training). Hockey running in Skaneateles. Staff has been working hard on membership and marketing in Auburn. Also running Friday night Family Night in Auburn. Terror on the Blocks scheduled for Sunday, October 30<sup>th</sup>. Month of November Fall into Fitness month. The Y will be open on Thanksgiving at both Aub and Skan locations. Holiday Drop and Shop on 11/25 which is the day after Thanksgiving. Several staff, Dan, Marie and Rachel attended the United Way Gala 100-year Anniversary Event. Y was one of the first 19 agencies that the United Way supported. Denise thanks the BOD for putting faith in her over the last 12 months.

Rachel states appreciation to Denise for stepping up and doing both CFO and CEO positions for last 12 months.

**Moved to Executive Session at 6:23pm**

**Moved out of Executive Session at 6:53pm**

Rachel Stowell motions to approve continuing Denise's stipend for 2 months after the ICEO start date, 2<sup>nd</sup> motion to approve Jessica Kolodzie, Approved Unanimously.

**Approval of September 23, 2022 Special BOD Meeting Minutes**

1<sup>st</sup> Motion to Approve Rachel Stowell, 2<sup>nd</sup> Motion Dawn Wayne, Approved Unanimous

**Approval of September 26, 2022 Special BOD Meeting Minutes**

1<sup>st</sup> Motion to Approve Rachel Stowell, 2<sup>nd</sup> Motion Patrick Carbonaro, Approved Unanimously

**Motion to Adjourn:** 1<sup>st</sup> Motion to Approve, Rachel Stowell, 2<sup>nd</sup> Motion Jessica Kolodzie, Approved Unanimously.

Meeting Adjourned at 6:57pm.

**Next Scheduled Meeting- Tuesday, November 15, 2022 @ 5pm**

Respectfully Submitted,

Dan Walter



**YMCA-WEIU**  
**Board of Directors Meeting Minutes**  
**Date: November 15, 2022**  
**This meeting was held hybrid Zoom/in-person**

<b>Present</b>	<b>Staff Present</b>
Rachel Stowell Bob Scarbrough Dan Walter Dawn Wayne Marie Nellenback Claire Sargent Jessica Kolodzie Gary Guariglia Patrick Carbonaro Mike Balestra Chris White	Bob Lomauro Denise Tabone Amy Wallner Stephanie Bales Andy Logue
<b>Absent</b>	<b>Documents distributed by email</b>
Dan Rivers (Excused) Lucas Ferrin  Note: Amy Fuller, Freddie Wilson III have stepped down from the board due to other commitments.	<ul style="list-style-type: none"> <li>• November Board Meeting Agenda</li> <li>• October Board Meeting Minutes</li> <li>• October 2022 Income Statements</li> <li>• October 2022 Membership Statistics</li> <li>• November 1<sup>st</sup> Transition Committee Meeting Minutes</li> <li>• November 2022 Camp Committee Meeting Minutes</li> </ul>

**Call to order at 5:03pm by Rachel Stowell**

<b>Item</b>	<b>Decision &amp; Action Required</b>
<b>Introduction of Bob Lomauro</b> Rachel introduces ICEO Bob Lomauro who shares his YMCA background and professional experience.	
<b>Consent agenda with the removal of Whisper Campaign item</b>	Approved Unanimously
<b>Acknowledgment of any conflicts of interest</b>	No conflicts of interest
<b>Approval of October 18, 2022 Board Meeting Minutes</b>	Approved Unanimously
<b>Review and Approval of October 2022 Finance Report</b>  Gary gives October financial report.	October 2022 Finance Report Approved Unanimously
<u>Auburn</u>	

<p>Revenue side, contributions under related to annual support campaign. \$30k grant from the City of Auburn for Covid relief funds. Membership revenue at budget for October and running at about 70% of 2019 membership. Expenses, equipment line over budget due to touchpads purchased for the pool and covered by a donation received from Stingrays in September. Expenses over budget for the month by \$26k. Month to date just under \$14k better than budget.</p> <p><u>Skaneateles</u> Revenue on budget for the month. Expenses over budget largely due to professional, bank and legal fees.</p> <p><u>Association</u> Month to date netted a loss of \$16k, about \$11k better than planned. Revenue YTD is \$320k ahead of budget. Change in net assets YTD of \$108K which is ahead of budget by about \$112k.</p>	
<p><b>Committee Updates</b> Review of committees, committee chairs, and if they have met. Rachel discusses reestablishing committee meeting cadence. Discussion on committee meetings being essential in developing goals, strategic planning, and to limit the length of general board meetings. Looking to add a member to the finance committee. Reviewed current and prior meeting cadences.</p>	Re-establish committee meeting cadence.
<p><b>Interim CEO Update</b> Denise gives Interim CEO report. Try the Y promotion to increase membership. Giving Tuesday is coming up. This is an opportunity to seek donation for the Y and to remind people the Y mission and that it is a charitable organization. Hired new SACC Director starting full-time on Monday, 11/21/22. Hours of operation have been adjusted for Thanksgiving holiday. Auburn Y hours of operation to be extended to 9pm closing. Friday, November 25<sup>th</sup> Holiday Drop and Shop at Skaneateles Y. Learn to play pickle ball program now being offered. Dashing all the weight program starting. Upcoming lacrosse and soccer clinics and Volleyball league session starting up.</p>	
<b>Moved to executive session at 5:44pm</b>	
<b>Approval to come out of executive session for board vote at 7:32pm</b>	
<b>Motion to approve the Interim CEO goals with discussed changes</b>	Approved with one abstention
<b>Meeting adjourned at 7:33pm</b>	
<b>Next Meeting Scheduled for December 20, 2022</b>	<b>Location TBD</b>

Respectfully Submitted,

Dan Walter

**YMCA-WEIU**  
**Board of Directors Meeting Minutes**  
**Date: December 20, 2022**  
**This meeting was held in-person at Next Chapter**

<b>Present</b>	<b>Staff Present</b>
Rachel Stowell Bob Scarbrough Dan Walter Dawn Wayne Marie Nellenback Jessica Kolodzie Chris White Lucas Ferrin	Bob Lomauro Amy Wallner Stephanie Bales Andy Logue Laura Clary Erin Johnson Bill Brown Dorothea Hughes Tina Hunt Melissa Cartner Brenda Salico
<b>Excused</b>	<b>Documents distributed by email</b>
Claire Sargent Gary Guariglia  <b>Unexcused</b> Dan Rivers Patrick Carbonaro Mike Balestra	<ul style="list-style-type: none"> <li>December Board Meeting Agenda</li> <li>November Board Meeting Minutes</li> <li>November Income Statements</li> <li>November 2022 Membership Statistics</li> <li>Hard copies of 2023 budget and Capital Expenditures (distributed at the meeting.)</li> </ul>

**Call to order at 5:04pm by Rachel Stowell**

<b>Item</b>	<b>Decision &amp; Action Required</b>
<b>Consent agenda</b>	Approved Unanimously
<b>Acknowledgment of any conflicts of interest</b>	No conflicts of interest
<b>Budget Presentation</b> Andy begins staff presentation by sharing Y mission moment. The Y strives to ensure access, inclusion, and engagement for all. Video is presented on social inequality.  Bob L. speaks on the Y's commitment to serving this community. TED talk video is presented on Starting a Movement. Bob discusses the importance of the Board of Directors, the Y-staff, and embracing the synergy between the board and staff. Discusses the importance of reestablishing work at the committee level. Gives 2023 budget overview. An aggressive	

<p>budget with growth mindset on membership, programming, and philanthropy.</p>	
<p>Andy presents chart of new staff structure for 2023.</p> <p>Amy reports on 2023 Annual Support campaign goal of \$75K. Which is increasing the goal by \$34k. The annual support campaign is a story sharing campaign. It supports sending kids to camp, cancer survivor program, y-pals mentoring program, early education programs and a variety of other programs. Dawn Wayne has agreed to Co-chair 2023 annual support campaign. Will Page will be the other Co-chair. The Y will be celebrating the Camp 100-year anniversary. The Y gives approximately \$300k away annually in scholarships.</p> <p>Bob L. speaks on membership growth. Recruitment, retention, and recovery. Stage development of members. The casual member phase, connected phase, and then the committed phase. The goal is for members to reach the committed phase.</p> <p>Stephanie shares membership revenue and membership units from 2019-2023. Data shows continued membership growth coming out of pandemic. The renewal of membership and marketing committee will help with continued growth. Membership strategy is to recruit, retain, and recover. Connecting community partners, old and new. Retention by taking hard look at why people are leaving the Y. This sets the foundation for the recovery.</p> <p>Amy gives report on program revenue. Pie chart visual is provided showing break down of program revenue by program category.</p> <p>Brenda presents on the preschool department. Focus being to increase safety/security measures. Focus filling gap of learning loss Jun-Sept when kids are out of school.</p> <p>Melissa reports on Summer 2022 camp registration statistics and highlights including installation of new septic system. Education signage to be posted at camp to educate on the system. Speaks on the upcoming challenges at camp including aging infrastructure and erosion. Melissa also serves as the Family Director working to get families back into the Y and to connect with other families.</p> <p>Erin gives aquatic report including swim lesson and swim team registration numbers. Masters swimming to be started in 2023. Aquatic goals for 2023 are to increase aquatic value with Y membership and programming. 2023 plan to increase revenue by increasing swim lesson registration fees. The Y plans to offer additional youth sports through 2023.</p>	

<p>Laura shares plans to retain members through exercise programming. The Y to bring back the Downtown Mile. Efforts will be made to continue growing community partnerships. Enhance fitness targeting the aging population.</p> <p>Tina reports plans on enhancing existing partnerships and building new ones in the community. Resuming partnership with County Parks and Trails and the Finger Lakes Mall. Recently formed partnership with RIT with the About Eating Program.</p> <p>Bob L. speaks on emerging need for additional community partnerships. Provides list of like-minded organizations. The BOD can help with community partnerships. Reviews 2023 budget. The goal is to grow revenue not cut expenses. Looking to grow revenue by 13% in 2023 through contributions, membership, and program growth.</p>	
<b>Motion to Approve 2023 Budget</b>	Approved unanimously
<b>Motion to Approve Capital expenditures</b>	Approved unanimously
<b>Meeting Adjourned at 6:36pm</b>	
<b>Next Meeting Scheduled for January 17, 2023</b>	

Respectfully Submitted,

Dan Walter