

YMCA-WEIU
Board of Directors Meeting Minutes
Date: January 17, 2023
This meeting was held hybrid Zoom/In-person

Present	Staff Present
Rachel Stowell Bob Scarbrough Dan Walter Dawn Wayne Marie Nellenback (virtual) Jessica Kolodzie Chris White Lucas Ferrin (virtual) Claire Petrosino Gary Guariglia Dan Rivers (Virtual)	Bob Lomauro Stephanie Bales Andy Logue Melissa Cartner Mary Kay Polston (Y-Alliance of NYS)
Excused	Documents distributed by email
Patrick Carbonaro	<ol style="list-style-type: none"> 1. January 2023 Board Meeting Agenda 2. December Board Meeting Minutes 3. November Board Meeting Minutes 4. December Income Statement 5. December Membership Report 6. Employee Survey & 2023 Goal Summary 7. Interim CEO High Level update on Goals & Objectives 8. Updated Support Plan 9. January Governance Committee Meeting Minutes 10. Important CYO Centennial dates distributed at meeting

Call to order at 5:03pm by Rachel Stowell

Item	Decision & Action Required
<p>DEI Moment Rachel engages board in drawing exercise and presents video clip "Inspiring The Future-Redraw the Balance," a video on gender stereotyping.</p> <p>Mission Moment Camp Director, Melissa Cartner introduces one of the Y's campers who presents to the board about Camp Y-Owasco, what camp means to him, skills developed at camp, and aspiration to become a Y-camp counselor.</p>	

<p>Consent agenda Acknowledgment of any conflicts of interest Approval of November 15, 2022 Meeting Minutes Approval of December 20, 2022 Meeting Minutes</p>	<p>Approved Unanimously No conflicts of interest</p>
<p>Revised YUSA/State Alliance Support Plan Mary Kay Polston speaks on the support plan focusing on three key items:</p> <ol style="list-style-type: none"> 1. Operating plan 2. Board governance 3. Ensuring excellent CEO search/onboarding <p>The role of NYS Y-Alliance and Y-USA is to provide support. To support by use of measurable, ongoing, monitoring metrics. Stride to be a “Triple A Board.” Everyone on the board needs to be either an Asker, Ambassador, or Advocate.</p>	
<p>Review of Interim Finance Report</p> <p><u>Auburn</u> Revenue- special events over for the year by \$73K largely related to The Bon Ton Roulet. Contract grants almost \$140K over budgeted for the year related to grants received. Auburn membership revenue more than \$40K over budget for 2022 and up \$118K from one year ago.</p> <p>Expenses- salaries/wages are up as the Y continues to open back up programs, \$94K over for the year and also over from 2021. Professional services \$18k over budget for the year attributed to legal fees and payroll fees due to increase in employees.</p> <p><u>Skaneateles</u> Revenue- contributions under budget due no real annual support campaign done. Rental revenue over for the year by \$164K due to ice rentals. Membership revenue over budget by \$113K for the year and program revenue over by about \$16k.</p> <p>Expenses- Professional services over budget for the year due to legal and PR fees related to branch closure.</p> <p>Net loss of \$33k for the year. Budgeted income of \$5k, roughly 38k off. Pay out for salaries with the Skaneateles closure greatly impacted salary line.</p> <p>Denise states there are lots of entries that still need to go into the 2022 books related to the Skaneateles closure.</p> <p>Audit is scheduled for 2/27/2023. Audit will be reviewed at the April Finance Committee meeting on the final 2022 numbers and 990 will be shared.</p>	<p>No motion and vote. Preliminary income statement due to year-end closing.</p>

<p>Annual Support Campaign and Annual Meeting Dawn shares that Will Page is Co-Chairing. Still have to look over lists from the past and structuring format. Will be establishing a hard deadline for annual support campaign this year. Slogan to be fundraising to send 100 kids to camp. Need 100% board member donation to annual support campaign. Andy Logue will be meeting with every staff member face to face to encourage donation to the campaign. Andy has already started meeting with staff. The Annual meeting is scheduled for March 21st, 4:30pm at the Springside.</p>	<p>Every board member to donate to the annual support campaign</p>
<p><u>Committee Updates</u></p> <p>Board Governance Bob S. reports that the committee has discussed the board member assessments. A highlight is defining roles and responsibilities. The goal is to focus the board retreat on roles and responsibilities and interactions with board members. The committee would like every board member to send at least one name for potential new board members to the governance committee.</p> <p>Building/Risk Chris reports upcoming meeting to be held this Thursday, 1/19/2023. Bob L., Denise, and Chris met with Delmonico to discuss insurance. Bill Brown has building concerns which he will be bringing to the committee. The committee will spend time talking and developing 5-10-year plan.</p> <p>Camp Dawn reports additional committee members have joined the committee. Stephanie working on logo for the annual meeting. Labor Day weekend is scheduled to be alumni weekend at Camp. Annual Support Campaign tying into the 100-year anniversary of camp.</p> <p>CEO Search Jessica gives update that the CEO search is in the planning stage. Board members need to complete the CEO search survey that should be in email. Jessica is collaborating with Eric and Mary Kay for resources and support. Currently working on establishing a well-rounded CEO search committee. The committee to be formed and have first meeting February 7th and CEO position posting shortly thereafter. Goal is to have overlap with interim CEO.</p> <p>Interim CEO updates Bob L. gives summary of the high-level updates he provided to the board on the Interim CEO goals and objectives. Bob updates the board on Skaneateles closure. Remaining equipment to be removed from Skaneateles facility on 2/1/2021 or 2/2/2023. SCC has not received childcare license yet. Auburn Y will continue</p>	<p>Every board member send at least one name to governance committee for new board member consideration</p>

<p>operating child-care program until license is received. The Auburn Y continues to net approximately \$5k per month from running child- care in Skaneateles.</p> <p>Bob encourages the board to keep an open mind about YMCA regionalization and recommends the board be aware of the pros and cons. Brief discussion on considering YMCA of CNY, national trends and benefits of regionalization.</p> <p>Bob reports on operational procedures/processes that need to be reinstituted to tighten up operations. Educating or re-educating staff on importance of goals/objectives and aligning with the overall strategic plan.</p> <p>Discusses the need for the new CEO to be the face of the Y, that is out in the community. Discusses the importance of CEO onboarding, the board needs to introduce the new CEO to key community leaders.</p>	
Meeting Adjourned at 6:42pm	Approved Unanimously
Next Meeting Scheduled for February 28, 2023	

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Meeting Minutes
Date: February 28, 2023 @ 5pm
This meeting was held via Zoom

Present	Staff Present
Rachel Stowell Bob Scarbrough Dan Walter Marie Nellenback Chris White Dawn Wayne Lucas Ferrin Claire Petrosino Jessica Kolodzie	Bob Lomauro Stephanie Bales Denise Tabone Amy Wallner
Excused	Documents distributed by email
Gary Guariglia Patrick Carbonaro Dan Rivers	<ol style="list-style-type: none"> 1. February 2023 Board Meeting Agenda 2. January 2023 Board Meeting Minutes 3. January 2023 Income Statements 4. January 2023 Membership Report 5. January 2023 Financial Dashboard 6. Tompkins Financial Board Resolution document 7. February 2023 Finance Minutes 8. February 1, 2023 Camp Minutes 9. February 2023 Governance Minutes 10. Check List for Board Members Binder

Call to order at 5:03 pm by Rachel Stowell

Item	Decision & Action Required
Consent agenda Acknowledgment of any conflicts of interest Approval of January 17, 2023 Meeting Minutes	Approved Unanimously No conflicts of interest
Board President's Report and Board Discussion Rachel Stowell announces she will be stepping down as Board Chair. Fully supports the Y. Proposes Marie Nellenback to serve in the interim. Rachel shares YMCA Objective Priorities. A 4-quadrant spreadsheet. Gives summary of this spreadsheet for ownership and responsibilities, staff/board responsibilities.	
Motion to approve Marie Nellenback as Interim Board Chair. Discussion- this leaves a vacancy for Board Vice Chair. Typically, there is a vote on slate of officers at the annual meeting in March.	Approved Unanimously

<p>Discussion on 3-6-month delay to new slate of officers until new CEO starts.</p> <p>Motion to approve Bob Scarbrough as Interim Vice Chair for 3-6-month period until new slate of officers is presented.</p> <p>Interim CEO Report Bob Lomauro reports on All-Staff Meeting having over 65 staff in attendance. Membership/Marketing Committee in process of being reestablished. Meeting with ACH hospital staff to discuss plans on new cancer center and cardiac rehab center in the community.</p> <p>SRCT update, final draft has been amended and sent to SRCT attorney. SRCT attorney has reviewed revisions. Awaiting it to be brought to their board for final board agreement. Final agreement to come soon.</p> <p>In 2018 the Y board spent \$25k funded by Emerson foundation for GRO Development to analyze future capital needs. Purpose was to analyze the Y facility, older aging building. To analyze and compare what could be done to bring the existing facility up to modern standards versus looking into building a new state of the art facility. This report is on the Y Intranet to view. Rod Grozier is coming to the area and Bob L. coordinating meeting to discuss facility and long-term plan. When Gro report was completed, the Y also hired Beardsley to complete report.</p>	<p>Approved Unanimously</p>
<p>Finance Committee Report Denise presents January financials. Contributions over budget by 36k. Membership revenue beat budget for the month by \$5,200. Program revenue just under budget, 60% higher than January last year. Revenue for January, \$45k variance better than planned.</p> <p>Expenses- savings in salaries, overspent in payroll tax due to unplanned unemployment expenses. Total expenses \$10k less than planned</p> <p>Change in Net Assets of \$67k.</p> <p>The Y is still operating SYCC SACC program, a net of \$7,500 for the month of January. Once we fully move out of SYCC it will be merged into Auburn branch statement.</p> <p>Denise introduces the financial dashboard for January 2023. Provides visual of the financials. Denise reviews the dashboard line charts, membership pie charts, membership units, 2023 annual support campaign through January, expenses chart, productivity ratio (direct ratio of salaries + related/operating revenue), revenue pie chart, program revenue (82% coming from childcare). Unrestricted net assets almost 77% which is very high.</p>	

<p>This dashboard tool is a way to monitor closely how the Y is doing on a monthly basis.</p> <p>Bank Resolution for Investment Accounts January investment committee meeting discussed adding a secondary signer to the account. Denise has spoken to Patrick who has agreed to be a second signer. This is to serve as contingency if signer was needed for investment and Denise was unavailable.</p> <p>Resolved that the Board of Directors of the Auburn YMCA-WEIU, hereby authorize Denise R Tabone, CFO and Patrick Carbonaro, Board member, as official signers, to act on behalf of the Auburn YMCA-WEIU in relation to the Investment Accounts held at Tompkins Financial.</p> <p>Motion to approve Bob Lomauro as an authorized contract signer for the Auburn YMCA. Discussion on contracts over 1% of budget requires board approval. Denise is authorized contract signer and is requesting Bob Lomauro be added as contract signer. Brief discussion on insurance contract requiring board approval.</p> <p>Motion to approve an addition to this meeting's agenda for approval to sign Delmonico Insurance contract.</p> <p>Motion to approve Bob Lomauro to sign Delmonico Insurance contract</p> <p>Motion to approve renaming the SYCC Maintenance reserve to a General Reserve Account. Discussion- at February finance committee meeting Denise recommended to committee that this money remained liquid in case needed. Will not move the money just rename it on the balance sheet with no restrictions.</p> <p>Capital Expenditures Summary Building/Risk Committee Chair provides summary on capital expenditures including replacement of 9 facility doors, sky lights in A-gym, spray foam, and AR pool lighting. AR pool lighting currently a safety concern and not in compliance with NYS code. Brief discussion on importance of pool lighting being to code. Board recommends building/risk and finance committees have joint meeting as soon as possible so facility safety items can be addressed timely. Discussion on pool lighting being the highest priority to finance. It's discussed that non-profit 501c3 law does not require organization to get 3 competitive bids. Additional discussion on board developing a policy for obtaining bids for facility work. Importance to trusting the committees to meet and make recommendation to the board.</p>	<p>Approved Unanimously</p> <p>Approved Unanimously</p> <p>Approved Unanimously</p> <p>Approved Unanimously</p> <p>Approved Unanimously</p>
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<p>Marie makes motion to approve up to \$100k from Auburn maintenance reserve be used on pool lighting project and replacement of 9 doors after building/risk and finance committees meet and make recommendation.</p>	<p>Approved Unanimously</p>
<p>Annual Support Campaign and Annual Meeting Staff has raised \$14k, 3 board members have pledged donations so far, requesting 100% board participation. Every board member to ask 3 people for donations. Total \$65k raised to date as part of the 2023 annual support campaign. Dawn reports increasing the annual support campaign goal to \$100k. Everyone needs to partake in asking for donations. Extremely important by annual meeting that all board members have pledged by their donation. Any questions reach out to Amy with sponsorship or pledges.</p>	<p>All board members to pledge donation by annual meeting and to make 3 asks for donations</p>
<p><u>Committee Updates</u> <u>Board Governance</u> Board retreat scheduled for Sunday, March 5th at 7am. Board governance and Bob L. has met with 2 new board member candidates. The governance committee recommends Maggie Janish and Anne Marie Smith to the board.</p> <p>Motion made to approve Maggie Janish and Anne Marie Smith as new board members. Discussion on governance committee vetting process and process of recommending new board members for approval. Maggie Janish brings a finance background to the board and Anne Marie Smith experience with grant writing. Still looking at other potential board members. Continue to look for community members/leaders for committee members.</p> <p><u>Building/Risk</u> This committee update is covered in earlier discussion on capital expenditures. Chris to touch base with Gary and Bob L. to hold joint building/risk and finance committee meeting for further discussion on capital expenditures.</p> <p><u>Camp</u> Meeting twice per month and coordinating on annual support campaign dinner, entertainment, coming up with history, and getting alumni involved. Camp registration opens March 1st.</p> <p><u>CEO Search</u> The committee met today and there are currently 12 candidates so far, expect handful more in upcoming week.</p> <p><u>HR Committee</u> Currently recruiting members. Ongoing talk with staff Andy and Bob L. to discuss people to add to this committee.</p>	<p>Approved Unanimously</p>

Marie gives closing remarks about important, look inside themselves, do I want to be a leader of the board. Speaks about recommitted to serve in board leaders.	
Meeting Adjourned at 7:28 pm	Approved Unanimously
Next Meeting is the Annual Meeting Scheduled for March 21st at the Springside Inn 4:30-6:30pm	

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Special Meeting Minutes
Date: April 18, 2023 @ 5pm
This meeting was at Lyons National Bank

Present	Staff Present
Rachel Stowell Bob Scarbrough Dan Walter Marie Nellenback (Zoom) Anne Marie Smith (Zoom) Chris White Dawn Wayne Claire Petrosino Jessica Kolodzie Gary Guariglia Maggie Janish	Bob Lomauro Stephanie Bales Denise Tabone Amy Wallner Andy Logue Leighann Sibal-YMCA of the USA (Zoom) <u>Guest</u> Steve Pohlman- CFO of the YMCA of Greater Cincinnati (Zoom)
Excused	Documents distributed by email
Lucas Ferrin Patrick Carbonaro	1. Financial Assessment 2. Auburn Financial Exhibits

Call to order at 5:01 pm by Marie Nellenback

Item	Decision & Action Required
Board Chair welcomes newest board members Anne Marie Smith and Maggie Janish. Board Chair discusses Support Plan included a part on completing an operating study to see how the organization will function as a single branch YMCA since Skaneateles branch closure. Marie introduces Steve Pohlman to review the financial assessment.	
Financial Assessment Report and Recommendations Steve Pohlman presents on the Financial Assessment. This project deals with fall-out from termination of Skaneateles management agreement. Shares key performance indicators overview. The organization is not covering depreciation. Shares balance sheet data and income statement. Productivity is a chief concern. Need to get this down to at least closer to 65% consistently. When program revenue is 2x as much as membership revenue in pie chart it can be a concern. Healthy Ys typically see at least 35% of revenue generated from membership. Currently, 76% of expenses are related to wages, payroll, and benefits. Steve reviews what it will take to get to healthy numbers. <ul style="list-style-type: none"> Reduce labor expenses 	

- More robust fundraising
- Rid of labor-intensive programs
- Membership needs to get back to pre-covid numbers

What happens if nothing changes? Revenue will increase by 2% and expenses by 3%. Over time the organization will go from an unhealthy productivity ratio to an unhealthier ratio. Need to assess the options of rightsizing or merging.

Currently KPIs are mostly healthy. No matter what, the organization has to increase charitable support. If not, have to think merger or reduce compensation expense.

Bob Lomauro informs board that he, Denise, and Bob S. met with Tim for cost study. Reviewed program areas to collect data on direct revenue and direct expenses with the program and overhead. This is to identify the "cash cows." Programs we expect to generate revenue and other programs that are mission driven programs.

Steve discusses with board that it is not good enough to break even. This organization needs to generate surplus to spend money to remain attractive to the consumer. Reviews threats to current operating model.

Discusses need for contingency plan. New CEO will be the one that has to carry this out. Review of staffing, health benefits, retirement plans. Recommends the board identify the right CEO for the contingency plan. One who may have been through a merger or one that can be successful in this process.

Three main options discussed

1. Eliminate positions and discontinue unprofitable programs.
2. Merge with nearby Y
3. Investigate merging or sharing infrastructure with another local not-for profit.

It is more difficult to cut cost and increase fundraising than to merge. Steve recommends this board complete a list of potential merger partners regardless of whether they are popular options.

Many Ys are currently in similar situations as the Auburn Y. Many similar size Ys are out of cash and have lines of credit. Steve speaks to the physical infrastructure of the Auburn Y. Either need to renovate, close the facility, or build a brand-new facility. Cost \$17m-35m for new facility from study completed in 2019. The cost to build a new facility has likely increased greatly since 2019.

Brief discussion on State/Federal funding for disadvantage communities and collaborating/partnering with local organizations.

<p>If no change is made to the current business model, this organization will face serious challenges in the future.</p> <p>Discussion on merger option and shared services. Explore short-term management agreement. Shared services, you don't merge necessarily. Another Y might have strong marketing service, and they can provide a shared service in this area. This is different than a full merger. Management agreements are sometimes more difficult for both organizations than full merger.</p> <p>Additional discussion on fiduciary responsibility of the board to look at merger option whether the Auburn Y is the merger or mergee. Discussion on the Auburn Y has a better chance of succeeding if we let people know we need their help. Auburn Y currently an attractive candidate for a merger. Could be the dominant partner in a merger.</p>	
<p>Discussion Post Financial Assessment Report</p> <p>Auburn Y ICEO has a call tomorrow with Executive Director of Batavia YMCA to discuss their current renovation in partnership with local hospital. Also has a meeting on April 28th with Emerson Foundation, Auburn City School District Superintendent, Auburn Community hospital, and Cayuga Community College President.</p> <p>Discussion on the Financial Assessment speaking to what we need for the strategic plan. Need to develop a joint staff/board task force to determine contingency plan if we do not meet certain numbers. Determine timeline, create a commission for this taskforce, and when it has to delivered by.</p> <p>Next steps, Board Chair, Vice Chair, and ICEO to meet and develop commission. Any board members interested in joining this task force, notify Marie or Bob S.</p> <p>ICEO recommends the staff look at contingency as it relates to making up \$200k in budget. Staff to work on financial/operational budget while board focuses on community partnerships and board education on mergers.</p>	
<p>Meeting Adjourned at 7:05 pm</p>	
<p>Next Meeting is Tuesday, April 25th at 5pm at Lyons National Bank</p>	

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Meeting Minutes
Date: April 25, 2023 @ 5pm
This meeting was held at Lyons National Bank

Present	Staff Present
Rachel Stowell (zoom) Bob Scarbrough Dan Walter Marie Nellenback Chris White Dawn Wayne Lucas Ferrin Jessica Kolodzie Gary Guariglia	Bob Lomauro Stephanie Bales Denise Tabone Amy Wallner Andy Logue
Excused	Documents distributed by email
Patrick Carbonaro Anne Marie Smith Maggie Janish Claire Petrosino	<ol style="list-style-type: none"> 1. April 2023 Board Meeting Agenda 2. February 2023 Board Meeting Minutes 3. March 2023 Income Statement 4. April 2023 Finance Minutes 5. April 2023 Camp Minutes 6. April 2023 Governance Minutes 7. January Building and Risk Minutes 8. January Investment Minutes 9. New Board Member Bios 10. Tompkins Bank Resolution 11. Board Governance Committee Commission 12. Membership and Marketing Committee Commission 13. Improving Board Meetings PowerPoint 14. March 2023 Financial Dashboard 15. About the Auburn Y pdf

Call to order at 5:02 pm by Marie Nellenback

Item	Decision & Action Required
Approval to amend the agenda to add a resolution under Board Chair/ICEO report regarding closeout agreement with the SRCT	Approved unanimously

<p>Consent Agenda Presentation/Board Calendar Reviewed the “Improving Board Meetings” PowerPoint document distributed before meeting. Defined consent agenda, a bundle of agenda items voted on without discussion. Provides good time management. Has to be approved unanimously. Finance cannot be part of consent agenda due to fiduciary responsibility. Chair and CEO set the meeting agenda. Board members can send recommended agenda items to Chair. If someone has a conflict of interest, they can abstain from consent agenda. Any question or discussion on consent agenda item, item will automatically be pulled out of consent agenda without question and added to the agenda for discussion. There is a risk if not everyone understands consent agenda. Will reevaluate how board is doing with consent agenda a few months from now. If a committee has a recommendation that board needs to approve, it should be noted in committee minutes it was discussed. Then item can be brought to board for resolution.</p>	
<p>Consent agenda Acknowledgment of any conflicts of interest Approval of February 28, 2023 Board Meeting Minutes Approval of Committee Meeting Minutes</p>	<p>Approved Unanimously No conflicts of interest</p>
<p>New Board Member Recommendations Brief review of bios on Stephanie DeVito, Will Page, and Ray McKee vetted by governance committee and recommended for board approval.</p> <p>Approval of new board members Stephanie DeVito, Will Page, and Ray McKee Discussion on new board member education and board member expectations.</p>	<p>Approved Unanimously</p>
<p>Financial Report Gary presents March financials. Variance report will be published each month for finance committee to review. Contributions are doing well with individual donors and foundations. Membership continues to move forward. Program revenue, all of Skaneateles SACC is included in March and the salaries and wages are also included in the expenses. Payroll expenses skewed due to unemployment benefits related to Skaneateles closure. Discussion on challenges the Y faces with unemployment expenses and Covid-19 pay.</p> <p><u>Revenue</u>- \$83k ahead of budget for March and ahead of last year by \$151k. YTD ahead of plan by \$203k</p> <p><u>Expenses</u>- Under for March by \$1.5k. Over budget YTD by \$24.5k</p> <p><u>Change in Net Assets</u>- \$90.7k vs. budget of \$5.8k. YTD \$156.7k better than budget and ahead of last year by \$178.4k.</p>	<p>Approved Unanimously</p>
<p>Approval of Tompkins Bank Line of Credit Resolution</p>	<p>Approved Unanimously</p>

March Results/Dashboard Gary reviews March Financial Dashboard.	
Approval of Membership and Marketing Commission Membership and Marketing Chair seeking additional board members interested in serving on this committee. Contact Dan Walter if interested. Stephanie Bales is staff liaison for this committee. The committee will be meeting monthly beginning Monday, May 8 th at 4:15pm.	Approved Unanimously
Approval of Board Governance Committee Commission Discission on email to go out to committee chairs and staff liaisons to schedule a meeting to develop a board calendar. Discussion on getting committee chairs together every 6 months to discuss and revise board driven calendar. Goal is for Y board to have better understanding of annual document/renewals, for example, insurance, annual conflict of interest form, 990.	Approved Unanimously
CEO Search Update David from National Y is guiding CEO Search Committee and keeping search on tract. Over two dozen candidates applied. Narrowed down to 8 candidates and interviewed 4 candidates. There is one final candidate who is scheduled for final interview/presentation May 3 rd . There will be a staff meet and greet on morning of May 3 rd and board meet and greet 12:15-1:45. Recommendation is made that search committee keep meeting minutes. Brief discussion on inviting stake holders to the meet and greet.	
Board Chair and ICEO Report Board Chair thanks everyone who came to the Financial Assessment presentation. Marie has been tasked with creating a commission for how to proceed with results from the Financial Assessment. Need to have board discussions when on contingency plan. Focus of this commission will be to establish additional monitoring of how the Y is doing financially. Discussing strategy on partnerships and educating ourselves as a board on possible mergers or management agreement. Goal is to get commission to the full board for the May board meeting. ICEO reports the board will receive the monthly CEO report tomorrow morning. Staff has been meeting with BTW. Amy gives high level update on BTW. The grant that BTW and Auburn City School District received will impact our YMCA before/after school program sites at Casey Park, Herman Ave, and Seward Elementary AM/PM programs. Seward is the only school that BTW and the Y both run at. The Y will be unable to run its Seward program with BTW also running there. Meeting with BTW to discuss how the Y can collaborate moving forward. Program collaborations discussed included swim lessons, first aid courses, and babysitting courses. The Y also is planning will to open a before school program on site at the Y.	

<p>Staff shares details of incident that occurred at the end of March in the morning program at Herman Ave School. The Y has a childcare license and is regulated by OCFS. Following the event, the Y self-reported the incident and received a violation. The program is still operating. Staff has a call with licensure on May 11th to discuss next steps. Licensure is working with the Y on plan of a fine rather than revocation of license.</p> <p>We gave self-report, because child was left unsupervised and got a violation for the incident. They mentioned they revoke license at Herman. Will be fined. Working through it with licensure. May 11th meeting with our licensure. Will not be at Herman in September</p> <p>ICEO gives update on SRCT closure. Efforts have been made to identify any claims brought against the Y and/or SRCT. Received written notification there are no claims during closure period. Minor exchanges of money involved in closure. On March 1st the Y received notification the State had revoked childcare license for Skaneateles site. The Y had already collected program fees for March. The Y has to pay this back. Also, money to be paid back for some swim team program fees and outstanding \$5,500 from a facility renovation. All items have now been satisfied. Bob L. will send the final closeout agreement once he receives it. Only has draft closeout agreement right now.</p> <p>To approve the closeout agreement with the SRCT and delegate authority to the executive committee to finalize the document and sign it upon advice of counsel.</p> <p>Discussion- there are no other claims or exchanges of money to come in the future after the finalized closeout agreement. Equipment has already been accounted for.</p>	
Approval to move to executive session at 6:37pm	Approved Unanimously
Approval to adjourn at 7:20pm	Approved Unanimously
Next Meeting- Board Training-May 6th at Lyons National Bank 7-10am	

Respectfully Submitted,

Dan Walter

**YMCA-WEIU
Board of Directors Meeting Minutes**

Date: May 16, 2023 @ 5pm

This meeting was held at Lyons National Bank, 311 Grant Ave, Auburn

Present	Staff Present
Bob Scarbrough Dan Walter Chris White Dawn Wayne Lucas Ferrin Jessica Kolodzie Stephanie DeVito Will Page Ray McKee Maggie Janish Claire Petrosino Anne Marie Smith Rachel Stowell (zoom) Patrick Carbonaro (zoom)	Stephanie Bales Denise Tabone Amy Wallner Andy Logue Mary Kay Polston (Alliance of NYS YMCAs)
Excused	Documents distributed by email
Marie Nellenback Gary Guariglia	<ol style="list-style-type: none"> 1. May Board Meeting Agenda 2. April 25, 2023 Monthly Board Meeting Minutes 3. April 18, 2023 Special Meeting Minutes 4. April 2023 Statement of Activities Report 5. April 2023 Variance Spreadsheet 6. April 2023 Financial Dashboard 7. YMCA Draft 990 8. December 31st, 2022 & 2021 Financial Statements pdf 9. April Membership Report 10. Auburn Y Board Statement of Understanding 11. Board Education and Engagement Calendar Template 12. Draft Governance Committee Charter 13. Governance Minutes May 9, 2023 14. Gridley Bio 15. Scott Booth Bio 16. YCNY Anticipated Deliverables (hard copy) 17. Strategic Planning Cycle (hard copy)

Call to order at 5:00pm by Bob Scarbrough

<p>Kay has reached out to Rochester Y CEO. Rochester currently opening a new Y. Earliest Rochester could be able to enter into management agreement would be January 2024. Could have management agreement with Syracuse Y by middle of this June. Management agreement would include an operational assessment and facility inspection. YCNY has an HR team and a marketing team. Would provide recommendations on how to maximize productivity of space and review staffing structure. Review financial/philanthropy approach, they have a whole team to make recommendations. YCNY, within first 90 days would complete this and provide a report. Upon signature of management agreement Bertram would become the CEO on record. Management agreement would go through legal counsel for both organizations. There would be no lock into the management agreement and so termination option exists. Mary Kay to send full draft agreement to everyone. Feedback should come back to Bob S. and Mary Kay by this Thursday, end of business day. Mary Kay to schedule/facilitate interview with Bertram for board to meet and greet.</p>	
<p>Auburn YMCA Strategic Plan Discussion Mary Kay Polston discusses strategic planning and provides hard copy Strategic Planning Cycle document. Reviews why strategic planning has been delayed. Designed to guide the work of the board based on key deliverables in the plan. Will need to create a strategic planning committee chair made up of board and community members. It will have a committee commission and timeline. Board members send your name to Marie if interested in serving on this committee by June 19th. It is confirmed that Mary Kay has the green light to start working on online survey.</p>	
<p>Board Chair Report – SRCT Closeout SRCT close out is signed. Meeting had with Bob L. and Bill Marquart. Bob S. summarizes the closure. Bob L. to stay on as ICEO until management agreement is in place or until another ICEO is appointed. Bob L. is no longer receiving housing stipend. Committee chairs please send to Bob S. dates for board calendar. Andy organizing policies onto SharePoint. Stephanie working with Bob L. on board member electronic binder on SharePoint. Trying to change out of portal and go to SharePoint. Camp Cleanup Day is Friday May 19th at 9am. Finance team received report on Program Assessment. Will be included on agenda for next board meeting.</p>	
<p>Approval to Adjourn at 6:22pm</p>	<p>Approved Unanimously</p>
<p>Next Meeting June 20th at Camp Y-owasco, 4:30-5 tour, snacks, 5pm board meeting.</p>	

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Meeting Minutes
Date: June20, 2023 @ 5pm
This meeting was held at Camp Y-Owasco

Present	Staff Present
xBob Scarbrough xChris White xLucas Ferrin xJessica Kolodzie xWill Page xRay McKee xMaggie Janish xAnne Marie Smith xMarie Nellenback Scott Booth Kelly Gridly	Bob Lomauro via phone Stephanie Bales Amy Wallner Andy Logue Melissa Cartner xJosh Royce - Interim CEO YCNY xCheryl - VP Operations YCNY
Excused	Documents distributed by email
Dawn Wayne Gary Guariglia Dan Walter Patrick Carbonaro Claire Petrosino Stephanie DeVito	1. June Board Meeting Agenda 2. May 16, 2023 Board Meeting Minutes 3. May 30, 2023 Special Board Meeting Minutes 4. May 22, 2023 Membership & Marketing Committee Minutes 5. June 6, 2023 Governance Committee Minutes 6. September 2023 Slate of Officers 7. June CEO pdf 8. HR Committee Commission 9. Governance Committee Charter 10. Board Education & Engagement Calendar 11. Ryan Donahoe Bio 12. May 2023 Financial Dashboard 13. May 2023 Income Statement

Call to order at 5:08 pm by

Item	Decision & Action Required
Introductions of two new board members Kelly, 35 yrs in banking - @tompkins and Scott. Introduced Josh and Cheryl. Board Members introduced themselves to the board. Josh - 18 months in the area, lives in bville Cheryl - VP operations, 20 years at YCNY	

Andy - HR Bville	
<p>Board Chair Report</p> <p>Welcome</p> <p>Strategic Planning Process will be in process at the end of August. Jess has agreed to chair it stephanie, anne marie, ray, bob, marie - need to get with Mary Kay to get the optimum number of board members, met with hospital, college president, and foundations - one thing they found, MK is leaving the alliance - and heading to national - she was going to be heavily involved in the strategic plan - but we will be looking for guidance on partnership with this and the staff, plan is to move it forward in 4 months</p> <p>Mgmt Agreement - on target for July 10th Bob L. and Josh have been discussing transition and meeting with Staff. Marie would like to move forward on a joint statement on how to move forward with the announcement, Community is aware of it.</p> <p>Josh - YCNY is having transition themselves to let the dust settle, the team is confident in its ability but needed to control the things they can control, steadfast in providing in deliverables. May be more changes transparency is really critical for everyone as a team. Right people in the room with a common goal you will get there. Ready to get going, started last week digesting and absorbing. July 10th is official date. Internally working on boiler plate communication to share .</p> <p>Marie - Patrick did review and we sent it to the YCNY on target for YCNY - July 10- when would it be announced . Once contract is signed we will announce, only barrier is executed contract.</p>	
<p>Consent Agenda</p> <p>Human Resources Committee Packet - corrections to agreement - bylaws required 2 changes. First under composition - 3 board of directors must be members. Strike the sentence - Second Term of Service is one year. Anne Marie motioned, Jessica Seconded, passed unianimously</p> <p>Any items removed - none</p> <p>If there is no objection the items in the consent agenda are adopted, any abstentions - none.</p>	

<p>Financial Report</p> <p>Gary Gariglia - absent, Bob sharing Financials Contributions MTD - behind due</p> <p>Membership Revenue - down a bit on dashboard, but more families with family health stayed increasing</p> <p>Programs doing well</p> <p>Investments doing well this year</p> <p>Expect some months to go under budget, Denise 12% on revenue.</p> <p>Expenses - salaries due to preschool, staff scheduling & OCFS stabilization grant increased salaries</p> <p>Payroll Taxes - Unemployment - \$10K due to this</p> <p>Professional Services- Cost Study and Board Training</p> <p>\$88K of planned loss</p> <p>Motion to accept Chris seconded Jess, unanimous</p>	
<p>Board Governance Report</p> <p>New Board Member Recommendation- Ryan Donahoe- Board Approval</p> <p>Motion: Anne Marie Second: Jess</p> <p>Very excited about partnerships with the hospital</p> <p>Unanimous</p> <p>Slate of Officers: Dan looking to get off as secretary Starts effective the end of the month: Chris and Will</p> <p>17 members and cap is 23 - 6 more vacancies - open for more people. Anne Marie to nominate Christy Robinson</p> <p>Unanimous</p> <p>Summer Board Training July 29th - Debbie joining about Committee work and with the staff with Stephanie, Andy, Amy, Mary, Melissa and Bill out of town for BonTon</p> <p>Be stronger with committee work, whats the role of the board vs. the role of staff. Make meetings as strategic & philanthropic as possible</p> <p>7am - 10am - about committees and the next one will be about fundraising - YCNY \$500K of Micron - we want to build a new Y how do we go about that with fundraising</p>	

<p>Asked about the training if it was canned etc. Jessica shared that the retreat is to move forward as a board thinking about our role as consultants and fundraisers. There has been so much transition and now we as a board we can focus on moving the board forward</p> <p>Fundraising on Capital Campaign - how did they do this that has significantly changed their model - significant change in leadership, being visible, about elevating the work you do, identifying needs, and amplifying the work you do, aligning community partners to bridge gap - fundraising is about relationships be in conversations and introductions, making the connection between the money and the mission 3rd retreat until the fall , send the powerpoints to the facilitator - to catch everyone up try to schedule a new board group. July 18th at 5:30-6:30pm LNB - New Board Orientation. All board are members Josh - CEO representative Jessica will attend Board Education Engagement Calendar -</p>	
<p>Major Facilities Project updates</p> <p>Chris White - Building & Risk out for approval with committee to be approved. Faced with significant challenges -</p> <ol style="list-style-type: none"> 1. Beginning of the year the doors needed to be replaced in the pool areas with the school important for the doors to be functional. Approved upto \$100,000, using about \$30,000 for this install along with lighting etc. by July 31st. 2. Lighting is not up to code in pools - lights will illuminate the room beyond requirements approx 450 lumens 3. Dehumidification in the AR pool has failed. Service technician stated it is no longer repairable. \$318,000 to replace it - drop in unit exactly what we have. 3 quotes to do our due diligence - Utica Company and a company in auburn in the next few weeks. 20-25 weeks to get the product then installation time, air quality assessment additional fans and precautions are being taken. Test the air 3x a day. Money will need to be allocated. Jeff Munn & Charlie Wallace - very knowledgeable contractors. <p>Scott - are we current on maintenance? Chris - its an old building that should have started a process over 4-5 years ago and now we are catching up. Bill Brown is great at doing what he does, sticks to a timeline. Boiler room, pool area where they are maintaining</p>	

<p>chemicals - inherited HVAC challenges Scott - impact of budget impacts on the deferred maintance.</p> <p>Jessica - can we reutilize any of these items in a new building.</p> <p>Chris - trying to determine - looking at a replacement - may be another suggestion with a smaller unit that does more, with some roof work.</p> <p>Maggie - will it be completed by swim season, not likely. concerns for last year tiles falling in the pool</p> <p>Ray - has recently purchased these in the build of a clean room and will send the clean room</p> <p>Bill will be retiring by Labor Day - would like him to stay for a year - is there a succession plan?</p> <p>Knapp electric - removing existing and putting in new stuff</p>	
<p>Amy - \$100K goal - all of the staff have taken on a Month of Fundraising - calendars of summer adventure raffle. Local items and certificates. August Frosty Nickel - collect them and donate all proceeds. Alumni Weekend - Sept October 8th - Applebees, Pasta Dinner and Knights of Columbus</p> <p>Andy - finally on Mary June 28th start date official date. More information tomorrow and working on housing situation. Camp starts Monday highest numbers ever year.</p>	
Approval to Adjourn at 6:15 p.m.	Approved Unanimously
Next Meeting	

Respectfully Submitted,

YMCA-WEIU
Board of Directors Special Meeting Minutes
Date: July 29, 2023 @ 7am
This meeting was held at Lyons National Bank, 311 Grant Ave, Auburn NY 13021

Present	Staff Present
Bob Scarbrough Dan Walter Chris White Dawn Wayne Lucas Ferrin Jessica Kolodzie Stephanie DeVito Will Page Ray McKee Claire Petrosino Kelley Gridley Scott Booth	Stephanie Bales Cheryl Pusztai (YMCA of CNY) Andy Logue Mary Kay Polston (Alliance of NYS YMCAs) Rob Totaro (Alliance of NYS YMCAs) Debbie Sontupe (Board Retreat Facilitator)
Excused	Documents distributed by email
Anne Marie Smith Patrick Carbonaro Marie Nellenback Gary Guariglia Maggie Janish Ryan Donahoe	1. Board Meeting Agenda 2. Boiler Room Insulation Resolution 3. Firelane 19 Stormwater Project Resolution 4. Bank Investment Signature Resolution, Tompkins Community Bank 5. BoardSource Board-Staff Interaction PDF

Call to order at 7:00am by Bob Scarbrough

Item	Decision & Action Required
Approval to Insulate Boiler Room Building and Risk Committee Chair reports the Auburn YMCA Facility Director has recommended insulating boiler room. The room located below the preschool and is noisy and insulating the room will make it more comfortable in classrooms.	Approved Unanimously
Approval to partner with the Cayuga County Soil and Conservation District Utilizing the NYS WQIP grant funds requiring a 25% match by landowners to address storm water drainage system to improve water quality in Owasco Lake and reduce risks to the community Discussion on the 75/25 cost split. 25% cost to be covered by the YMCA. Discussion on wash out has been occurring every year and the Y having to spend money every year to correct it. The Y has Camp designated capital reserve to cover the 25% cost. Maximum	Approved Unanimously with addition to the resolution to include a cap of \$25k.

dollar amount added to the resolution to cap at \$25k. Tentative project start is Fall 2023.	
Approval to add signature authority to investment accounts Denise Tabone is still listed as signature authority for Tompkins Community Bank on Corporation Investment Accounts. This resolution is to remove Denise Tabone as signer and add Anne Marie Smith and Cheryl Pusztai.	Approved Unanimously
Approval to Adjourn at 7:07am	Approved Unanimously

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Special Meeting Minutes
Date: August 21, 2023 @ 7pm
This meeting was held by Zoom

Present	Staff Present
Bob Scarbrough Dan Walter Chris White Dawn Wayne Lucas Ferrin Will Page Claire Petrosino Kelley Gridley Scott Booth Ryan Donahoe Anne Marie Smith Marie Nellenback Maggie Janish Gary Guariglia Patrick Carbonaro	Josh Royce (YMCA of CNY) Cheryl Pusztai (YMCA of CNY) Amy Wallner
Excused	Documents distributed by email
Jessica Kolodzie Stephanie DeVito Ray McKee	1. Meeting Agenda 2. Bank Signature Resolution 3. AR Pool HVAC Replacement pdf.

Call to order at 7:00pm by Bob Scarbrough

Item	Decision & Action Required
No conflicts of interest reported Approval to add Anne Marie Smith, Amy Wallner, Cheryl Pusztai, and Robert Scarbrough as authorized signers to Tompkins Community and M & T Bank accounts. To remove Denise Tabone, Gary Guariglia, and Marie Nellenback as a signature authority on all corporation bank accounts with Tompkins Community Bank and M & T Bank.	Approved Unanimously
Allyn-Riford (A/R) Pool HVAC/Dehumidifier Replacement Building & Risk Committee Chair discusses HVAC system in A/R pool. Bids have been obtained from three companies. These systems have 20-25-year life expectancy and current system is 25 or more years old. Looked into possible insurance claim on failure of current system to determine if some cost can be covered for mechanical failure. Failure report to be obtained by certified technician though unlikely to qualify for an insurance claim due to age of current system. Pool water cannot be regulated due to the system not working. Of the 3 units in bids obtained, the two Metallogix units are	

<p>what the Skaneateles Community has. It is known for adaptability, to add things to it in the future to make air quality better. Chris W. references the 3 Bids listed. If proceeding with the Metallogix unit there is a \$20k rebate but will be 20-30 weeks out for installation.</p> <p>Beardsley came to evaluate the roofing/structure and confirmed it can withstand the weight of the new unit. Replacement unit will be more energy efficiency, more than 60% more efficient than existing unit. Building and Risk Committee is recommending to the board that Siracusa Mechanical complete the job. They are a local company and it will take 3 days start to finish for installation. \$328k is total cost of the entire job. Reputability is discussed and discussion had on Siracusa completing routine heavy-duty mechanical work of large capacity.</p> <p>Question is asked about service warranty. All bids were given with a 1-year warranty on them which is reported to be the industry standard. Brief discussion on seeking extended service contract request.</p> <p>Discussion on where funding is coming from for this project. Camp Reserve currently has 192k. Auburn Maintenance Reserve has \$139k, and there is a General Reserve of \$130k. Brief discussion ensues on the Capital Reserve. Recommendation is made that an ask be made to local foundation(s) to help fund. Because it is unexpected, it is recommended a foundational ask be made to help cover cost.</p> <p>Approval to Contract Siracusa Mechanical to Replace the Allyn-Riford Pool HVAC/Dehumidifier System at a cost of \$328k.</p> <p>Continued discussion on tasking the finance committee and CFO to review and provide recommendation on funding. Further discussion on life expectancy of the system is 20-25 years maybe longer depending on how well it is maintained i.e. filters cleaned routinely. End of year foundation gifts are common. Metcalf and French Foundations are identified as possibilities. Discussion on \$20k rebate for Metallogix Dynamics Systems and inquiry will be made to determine any date/deadline for rebate.</p>	<p>Approved Unanimously</p> <p>A failure report of current system will be obtained by certified technician.</p> <p>Inquiry will be made on deadline for \$20k rebate for Metallogix Dynamics System.</p>
<p>Approval to Adjourn at 7:29pm</p>	<p>Approved Unanimously</p>

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Meeting Minutes
Date: September 19, 2023 @ 5pm
This meeting was at Currier, 101 Columbus St., Auburn, NY 13021

Present	Staff Present
Bob Scarbrough Dan Walter (Attended by Zoom) Chris White Dawn Wayne Lucas Ferrin Will Page Claire Petrosino Kelley Gridley Ryan Donahoe Anne Marie Smith (Attended by Zoom) Marie Nellenback Maggie Janish Jessica Kolodzie Stephanie DeVito Ray McKee	Josh Royce- YMCA of CNY (Attended by Zoom) Cheryl Pusztai- YMCA of CNY Amy Wallner Stephanie Bales Mary Carlucci Rob Totaro- NYS YMCA Alliance
Excused	Documents distributed by email
Gary Guariglia Patrick Carbonaro Scott Booth	1. September Board Meeting Agenda 2. July 29, 2023 Special Board Meeting Minutes 3. August 21, 2023 Special Board Meeting Minutes 4. August 2023 Building & Risk Committee Meeting Minutes 5. September 2023 Governance Committee Meeting Minutes 6. June 2023 Membership & Marketing Committee Meeting Minutes 7. June & August 2023 Finance Committee Meeting Minutes with attached August finance and membership reports. 8. Capital Improvement Resolution 9. August 2023 Financial Dashboard. 10. Year to Year Membership Chart (August 2023)

Call to order at 5:02pm by Bob Scarbrough

Item	Decision & Action Required
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<p>Consent Agenda:</p> <ul style="list-style-type: none"> A. Acknowledge of any conflict of interest B. Approval of the June 20, 2023 Board Meeting Minutes C. Approval of the July 29, 2023 Special Board Meeting Minutes D. Approval of the August 21, 2023 Special Board Meeting Minutes E. Approval of Committee Minutes 	<p>Approved Unanimously</p>
<p>Finance Report Mary Carlucci presents financial report.</p> <p>Revenue - 104,000 shortfall for August. Much of this was due to investment income being budgeted at \$60,000 in August. This will be reconciled at year end when the investment income and gains and losses are recorded. Camp was \$22,000 under budget due to shortfall in resident camp and increase in amount of scholarships given this year. Contributions were under budget by \$8,000 but are expected to be on target for year end. 3 School Aged Child Care (SACC) sites closed in June and grant money attributed to these sites in the amount of \$19,000 will need to be returned. This is reflected in the statement.</p> <p>Expenses - \$34,000 over budget for August. Professional services over by \$8,000 due to management agreement not budgeted. Savings are seen in payroll as CEO position is vacant, but payroll was over budget due to Aquatics (lifeguards and Casey Park). Supplies was over by \$9,000 due to camp supplies being over by \$7,000 and Livestrong expenses not budgeted but offset by grant revenue. Occupancy was over \$9,000 due to electric bill being over budget. There has been problem getting bills and bills were being estimated. Travel expenses over budget due to staff conference in Atlanta that was not budgeted for. Travel expenses over budget for busing campers, 40-50% increase in busing costs.</p> <p>Motion to approve any project above a price point of \$10,000 to be considered a Capital Improvement Item and would require approval by CEO and Board of Directors Discussion on ability to expense projects that are under \$10k so cost isn't allocated over time and the organization is getting a real-time cost. Finance committee chair states that Y-CNY is \$10k- 15k and \$10k is industry standard. Brief discussion with unanimous decision to amend resolution to include an effective date of 1/1/2024.</p> <p>Board Chair Report: Board chair reports on recent meeting held with Y staff/board leadership, local stake holders, Cayuga Community College, Auburn School District, and Auburn Community Hospital. Dual</p>	<p>Approved unanimously with resolution to be amended to include date to take effect of 1/1/2024.</p>

conversations had on long-term facility needs and immediate expenses, the A/R Pool HVAC system. Plan to meet again in January 2024.

Bob S. and Stephanie DeVito discuss feedback on community engagement. Stephanie summarizes importance of getting elected officials more involved with the Y. The Y having a representative go to Auburn City Council and give presentation to council on who the Y is and what we are doing differently now. Suggests presentation also be provided at Cayuga County Legislature meeting. Importance of effort on getting Y more involved in local businesses downtown. Setting up a round table with the different local businesses. Make sure Y has a seat at these tables which can also help partnerships with local partnerships like BTW. Brief discussion on the role of board members. Further discussion on benefits of engaging county legislature and City council.

Looking at developing a Community Engagement Committee to possibly replace Membership and Marketing Committee. There will be further discussion with Y-CNY for develop chart of work. Scott Booth to lead a committee of staff and board volunteers to review organizational Bylaws and to also look at how we should evolve the committees.

Board chair reports on Capital Project discussions. Met with foundation representatives and leadership. \$30m-40m to build brand new Y. Bob S. asks if board is willing to entertain Y-Alliance to come to October board meeting to give presentation capital project. Board consensus is to proceed with this presentation being included at October board meeting. Foundations in January are going to ask the question in January, is the Y going to build a new Y? This is estimated to take 5-7 years.

Monthly board meeting structure is discussed. There are times where platform should only be in-person and not Zoom. It is mentioned that December board meeting which is typically budget presentation and June board meeting are in-person with no Zoom option.

CEO Report:

Y-CNY has been here for just over 2 months. Terms of management agreement indicates Y-CNY is to complete organizational assessment within 180 days. Cheryl reports due to readiness needs Y-CY has hit the ground running. While Y-CNY is working on assessment, also working action phase. Been working on staffing, Mary C. and Andy L. leaving. Will be hiring a new Finance and HR Director. Have hired a new Facility Director to replace Bill Brown who has retired. Actively looking at staff structure. Looking at facilities looking and at defining 5-10-year capital plan, so we are talking long-term and not just 2024 but out into 2034. HVAC system

<p>work in the A/R pool to start at the beginning of next year as well as fire lane project at Camp, Camp assessment. Also connecting Auburn staff with Y-CNY staff.</p> <p>Josh Royce reports the goal is to deliver what this board is asking of Y-CNY in the management agreement. Wants to make sure they are producing deliverables in alignment with where this board wants to go strategically. Begin to quantify tracking and prioritization. Consensus of need of prioritization deliverables some to be concurrently. Board tracking this to make sure Y-CNY is on course or determine need to re-evaluate so YCNY can pivot if needed.</p> <p>Branch Director Report: Amy reports on Summer management of Casey Park Pool. 6k people came through doors. 369 SACC program registrations this Summer, ages 5-12-year olds. There were 837 Day camp registrations and 236 resident camp registrations this Summer. There were 270 Bon Ton Roulet registrations this summer which made \$79k which is a split fundraiser with Cortland and Auburn Ys. Going to find a Ride Director to hire for Bon Ton to split between both Ys. 2023 Downtown Mile was a success. Over 150 Y-Camp alumni came to 100 Years of Y Camp celebration. Stephanie Bales looking at 3rd party insurance, silver sneakers. Looking at reviewing and streamlining scholarship process. Fundraising-Oct 8th Pancake breakfast and also still collecting bottles and cans through end of year. Amy applied for Workhorse Grant for childcare program. Camp assessment call in beginning stages to determine how we can utilize camp more, be more efficient, and increase usage.</p> <p>Meeting Break: 6:06pm</p>	
<p>Meeting Resumed 6:19pm Approval to Adjourn at 6:20pm</p>	<p>Approved Unanimously</p>

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Meeting Minutes
Date: November 21, 2023 @ 5pm
This meeting was at Currier, 101 Columbus St., Auburn, NY 13021

Present	Staff Present
Bob Scarbrough Dan Walter Chris White Dawn Wayne Lucas Ferrin Will Page Claire Petrosino Kelley Gridley Ryan Donahoe Jessica Kolodzie Ray McKee Gary Guariglia Patrick Carbonaro (virtual) Anne Marie Smith (virtual)	Cheryl Pusztai- YMCA of CNY Amy Wallner Stephanie Bales Michael Barrigar
Excused	Documents distributed by email
Scott Booth Marie Nellenback Maggie Janish Stephanie DeVito	1. November Meeting Agenda 2. October Board Meeting Minutes 3. Bylaws Task Force Resolution 4. October 2023 Finance Committee Meeting Packet 5. October 2023 Building & Risk Committee Meeting Minutes 6. October 2023 Investment Committee Meeting Minutes

Call to order at 4:59pm by Bob Scarbrough

Item	Decision & Action Required
Mission Moment: Stephanie Bales introduces a guest Y-member who tells his story of how the Y has impacted his life as part of Y mission moment.	
Consent Agenda: Acknowledgement of any conflicts of interest Approval of the October 17, 2023 Board Meeting Minutes Approval of Committee Minutes	Approved unanimously No Conflicts of Interest
Finance Report: Michael reports October financials. \$363k revenue for October, exceeded budget. Timing issue from September with Stingrays program revenue being delayed which corrected itself. Contracts/grants received OCFS grant stabilization. Expenses	Approved Unanimously

<p>\$285K. YTD program revenue is off \$8,700 from budget. YTD savings account earned \$14k in interest. YTD \$1,700 net income over expenses. Budget discussed in high-level at finance meeting.</p> <p>Anne Marie encourages board to read through budget packet for 2024. Reminds board that 2023 budget was aggressive. Have not met benchmarks but have shown growth. Reminds of unknowns impacting budget like changing of staff. Recommends board to pay attention to strategic plan. If there is a capital campaign in 2024, this has not been included in the budget. Question is asked on income statement and funds transferred out of endowment. Brief discussion on transferring out of the endowment. Discussed that if it is in the annual budget it can be drawn without further board approval.</p>	
<p>Board Chair Report: Bob S. provides update on in process of recruiting 2 additional board members.</p>	
<p>CEO Report: Cheryl gives staffing update. Currently settling in with new staff structure. Hired Senior Director of Youth Development, Kim Chapello. Has history with Auburn Y-childcare program. Understands licenses and maximizing efficiencies. Lynn, Payroll Assistant is leaving at end of year. Part-time hire to replace Lynn, will be working with Mike and Lynn to get onboarded. Recent staff retreat at Hilton Garden Inn. Discussed future as a staff team and developing cohesion. Next Tuesday is giving Tuesday. A national giving day that non-profits use as a fundraiser initiative. Will be doing media/social media pushes to get donations.</p>	
<p>Branch Director Report: Amy offers hard copies of the Y newsletter. Discussed at staff retreat a 2024 marketing plan with fundraising, media, and advertising. Giving tree at the Y will be up by next week. Staff bell ringing at Wal-Mart, 12/12 and 12/14th from 1-3. Requests board members to reach out to her if they would like to participate. Cheryl and Amy met with Stephanie DeVito. She represents downtown partnerships. She was asked to come and talk to members about Y parking. It is what we get the most complaints from members about.</p> <p>December board meeting will be at Next Chapter with some food and program staff will be in attendance for 2024 budget presentation.</p> <p>Strategic Plan Update: Jessica gives strategic plan update and gives 2-page hard copy overview. Reports being close to final Strategic Plan for 2024 and Beyond. Another document will come with more content and more detail. Strategic plan for next year and beyond will be constantly reviewed/readjusted as things come up. This is to make sure we have an outline and remain focus. The board to be managing the CEO by how well the strategic plan is being rolled-out. Rob T. has put together the supplemental document.</p>	

Discussion on quarterly strategic plan updates to the board. It is board/staff role in tracking strategic plan. Also states, should be mindful that board should not be getting into being operational. New initiatives we check “does this fit into the strategic plan.” Strategic plan to be added to next month board meeting agenda for approval.	
Bylaw Revision Update: Bylaw Revision Task Force has met again this month. If committees are getting into operations, need to get out of operations.	
Approval to move to executive session at 5:53pm Motion to come out of executive session at 6:09pm Motion to adjourn at 6:09pm	Approved Unanimously Approved Unanimously Approved Unanimously

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Meeting Minutes
Date: October 17, 2023 @ 5pm
This meeting was at Currier, 101 Columbus St., Auburn, NY 13021

Present	Staff Present
Bob Scarbrough Dan Walter Chris White Dawn Wayne Lucas Ferrin Will Page Claire Petrosino Kelley Gridley Ryan Donahoe Anne Marie Smith Maggie Janish Jessica Kolodzie Stephanie DeVito Ray McKee	Josh Royce- YMCA of CNY Cheryl Pusztai- YMCA of CNY Rob Totaro- NYS YMCA Alliance Amy Wallner Stephanie Bales Laura Clary Michael Barrigar
Excused	Documents distributed by email
Gary Guariglia Patrick Carbonaro Scott Booth Marie Nellenback	1. October Meeting Agenda 2. September Board Meeting Minutes 3. September 2023 Balance Sheet 4. September 2023 Variance Report 5. September 2023 Statement of Finance Position Report 6. September 2023 Membership Report 7. September 2023 Finance Dashboard 8. Bylaws Task Force Resolution 9. September 2023 Finance Committee Meeting Minutes 10. October 2023 Governance Committee Meeting Minutes 11. July 2023 Investment Committee Meeting Minutes

Call to order at 5:00pm by Bob Scarbrough

Item	Decision & Action Required
Mission Moment: Health and Wellness Director Laura Clary presents Y mission moment on the Livestrong program. It is a 12-week, evidence-based, health intervention program for individuals living with, living through, or beyond cancer. Must have a provider referral and medical release to register for Livestrong. Participants in the	

<p>program receive a free 3-month Y family membership. Laura introduces a guest speaker who is a graduate of the Livestrong program participant who speaks about the Thrive Program. The Thrive Program is a continuation of Livestrong. Anyone who has participated in Livestrong in the past is eligible for the Thrive Program.</p>	
<p>Consent Agenda: Acknowledgement of any conflicts of interest Approval of the September 19,2023 Board Meeting Minutes Approval of Committee Minutes</p>	<p>Approved unanimously No Conflicts of Interest</p>
<p>Finance Report: Anne Marie Smith introduces and Michael Barrigar to present finance report.</p> <p>Auburn Y is at 1500 members which is on par with September. Program revenue down \$42,000 down largely due to timing of Stingrays starting later in October. Contracts/grants down \$6,400 for the month and Pre-K was lower than projected. Special events up \$13k due to Bon-ton recording final revenue results. YTD \$24k over budget in revenue.</p> <p>Expense over budget by \$37K for the month due to Salaries/payroll. Payouts of sick time, PPL, and retirement of staff. YTD expenses over budget for supplies and occupancy. Carrier Plastic to analyze utility bills to see if in right place. Camp busing was also up more than anticipated causing over budget expense. SACC Programs in 3 locations closed this year that was not included in budget for income or expenses.</p>	<p>Approved Unanimously</p>
<p>Board Chair Report: Bob S. presents resolution: to form the Bylaws Task Force to review and provide recommendations to the full Board of Directors as outlined in current Auburn YMCA-WEIU Bylaws under Article V, Section 14. The purpose of the Bylaws Task Force (the "Task Force") is to review current Auburn YMCA-WEIU bylaws, identify areas for improvement, propose revisions and draft new sections or provisions to address specific issues or concerns. By reviewing and updating the bylaws as needed, the task force can help ensure that the organization operates in a transparent and accountable manner.</p> <p>Bob S. reports meeting with Brian Muldrow and Stephanie D. to discuss collaboration with County Legislation. Tony Franschelli and Auburn Hospital requests Auburn Y to keep them informed on capital project plans. Recent lunch-in with past presidents of the YMCA board including one from 1984. Attendees came in with questions on the current management agreement with Y-CNY. Lunch-in was a success and Y to continue to host future ones with past leaders in the room as they are all ambassadors to the Y.</p>	<p>Approved Unanimously</p>

<p>The Y had staff/board members and community supporters present at the Cayuga County Chamber Dinner where 100 years of Camp Y-Owasco was celebrated.</p>	
<p>CEO Report: Cheryl gives staffing update. Introduces Mike, the new Finance/HR Director. Camp Director, Melissa Cartner is leaving to pursue other opportunities. Looking to hire a Senior Director of Youth Development to grow camp and other programming. Tina Hunt is transitioning to working part-time while pursuing other opportunities. Much of the Health and Wellness from Tina's role will now fall under Laura and Erin positions.</p> <p>Currently working on 2024 budget in preparation for November finance committee meeting. This finance committee meeting will be opened up to all board members. Camp assessment has begun through Y-USA services. Engaged with YMCA of the Triangle who has completed camp assessments for other YMCAs. Will be doing program and financial review for the Camp Y-Owasco. Tentative timeline for completion of camp assessment is by end of this year.</p> <p>HVAC unit still on order for A/R Pool. Still anticipated work completion in April 2024. Fan in current unit broke a few weeks ago. Temporary fans are strategically placed to aid in airflow circulation. Currently doing weekly air quality testing 1x per week to monitor chloramine levels.</p>	
<p>Branch Director Report: Planned November 3rd staff retreat. Amy references recent email that went out on recent/upcoming Y events including Health Fair at the Y this Saturday, October 21st.</p>	
<p>Strategic Plan Update: Jessica provides update on strategic planning. Has had 3 committee meetings since board meeting last month. The committee is vested, passionate, looking at all past studies, surveys results, and brainstorming to capture big questions. Detail feedback from board is being used. Rob Totaro is assisting with process/organizing. Plans to have something to present to board next month if it is ready.</p>	
<p>Bylaw Revision Update: Bob reports on Scott booth's behalf. 24th September meeting had high level review of existing organizational bylaws, using applicable bylaws from other YMCAs. Amy, Chery, Kelly, Scott and Bob S. our on this team. Second meeting is scheduled to continue reviewing bylaws for revision.</p>	
<p>Approval to Adjourn at 5:48pm</p>	<p>Approved Unanimously</p>

Respectfully Submitted,

Dan Walter

YMCA-WEIU
Board of Directors Meeting Minutes
Date: December 19, 2023 @ 5pm

This meeting was at Next Chapter Brewpub 100 Genesee St., Auburn, NY 13021

Present	Staff Present
Bob Scarbrough Dan Walter Chris White Dawn Wayne Lucas Ferrin Will Page Kelley Gridley Ryan Donahoe Jessica Kolodzie Ray McKee Gary Guariglia Anne Marie Smith Marie Nellenback Maggie Janish Stephanie DeVito	Cheryl Pusztai Josh Royce Amy Wallner Stephanie Bales Michael Barrigar Jeff Herrick Laura Clary Erin Johnson Brenda Salico Audra Jakaub Kim Cuipylo
Excused	Documents distributed by email
Patrick Carbonaro Claire Petrosino	1. December Meeting Agenda 2. November Board Meeting Minutes 3. November 2023 Finance Committee Meeting Minutes 4. November 2023 Financial Report 5. Auburn YMCA 2024 Budget Packet 6. Final Strategic Plan

Call to order at 5:06pm by Bob Scarbrough

Item	Decision & Action Required
Consent Agenda: Acknowledgement of any conflicts of interest	No Conflicts of Interest
Approval of the November 21, 2023 Board Meeting Minutes and Approval of Committee Minutes	Approved Unanimously
Finance/HR Director shares November financial report. Revenue just under budget by \$6,700. Expenses over budget by. We budgeted for a deficit. Deficit we experienced has been due to timing issues. Expenses- approximately \$9k in maintenance and repairs we did not budget for mostly related to codes/regulations and IT support. Also had electric service upgrades. Facility Director had to repair work to HVAC and steam room. Annual Support Campaign at \$91,950. Membership revenue within 98% of our annual goal and noted that it was an aggressive budget for membership. Paid OCSF incentive payouts. Revenue for Giving Tuesday was \$1,200.	

<p>Motion to Approve November Financial Report</p> <p>2024 Budget Presentation: Finance/HR Director refers to 2024 budget cover sheet and hard copy distributed at meeting. This is more realistic budget than 2023. Total revenue over \$3m and includes new membership rates. Total expenses \$3,176,537. Projecting \$26k net surplus for 2024. Does not include any capital expenditures.</p> <p>Motion to Approve 2024 Budget Discussion question, are we drawing endowment in 2024? Yes, 4% and still depositing \$2,500 per month in each of two maintenance reserve accounts.</p> <p>Staff Introductions Full-time staff give brief background/introduction. Michael Barrigar-HR and Finance Director Jeff Herrick- Facility Director Stephanie Bales- Membership & Marketing Director Brenda Salico- Preschool Director Audra Jakaub-School Aged Childcare Director (Y-Pals, Schools-out, and Summer Programming) Laura Clary-Health and Wellness Director Kim Cuipyo-Director of Youth Development Amy Wallner- Branch Executive commends staff on work on the time/effort put into 2024 budget. A realistic budget with \$100k goal for annual support campaign. Bob S. and Dawn as board co-chairs. Erin and Laura as staff co-chairs for campaign. Cheryl Pusztai commends staff on work. Josh Royce shares that this is an honest budget that the team can rally towards and feel good about. It is an achievable budget. Bottom line is better than break even for 2024. Not many 2024 not-for-profits will receive government subsidized funding this year. There will be pivots needed throughout the year.</p>	<p>Approved Unanimously</p> <p>Approved Unanimously</p>
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<p>Board Chair Report: Board Chair provides update on board member, Scott Booth resignation from board. Looking for new board member addition to bylaw committee. Also looking for new board members, meeting with David Tehan as new board member candidate. He was prior Y board Chair President. Also talking with City of Auburn, Christina Selvek as a potential board member. Looking for balanced diversity on the board. Please give names soon so governance committee can go through vetting process. Doodle poll coming on dates for board retreat in January</p>	
<p>Strategic Plan: Strategic Planning Committee Chair reports on final version draft plan. Documents sent out ahead of this meeting for review. Will see draft goals before next board meeting. Then goals will be turned to staff again for strategy on how staff/board should get this out to the community. The hope is to share on or around the annual meeting to drive the annual support campaign and share where the Y is headed. Goal is for routine check-ins throughout the year to drive conversations and provide opportunity for questions. Board and staff to share ownership, fundraising, and to help carry the mission forward.</p>	
<p>Motion to Accept the Strategic Plan</p>	<p>Approved unanimously</p>
<p>Bylaw Task Force:</p>	
<p>Bob Scarbrough and Kelley to co-chair since Scott Booth departure.</p>	
<p>Motion to adjourn at 5:49pm</p>	<p>Approved Unanimously</p>

Respectfully Submitted,

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