



**DATE:** November 18, 2015

**MEETING / LOCATION:** American Legion Dining Hall - Washington St., Utica

**ATTENDING:** President, Gary Stradley; Treasurer, Shelli Stough; Vice-President, Jenny Burnett; Member, Randy Schilling

**NOT IN ATTENDANCE:** Secretary, Megan Holton; Vice-President, Karston Harris; Member, Matt Miller; Member, Lori Stradley

**MEETING CALLED TO ORDER BY / TIME:** Gary Stradley called the meeting to order at 6:31 p.m.

**A. REVIEW OF MINUTES FROM MEETING HELD ON SEPTEMBER 30, 2015**

Secretary, Megan Holton, was unable to attend. In the Secretary's absence, Vice-President, Jenny Burnett, agreed to oversee the review of said minutes. In reviewing the minutes, it was noted that Treasurer Shelli Stough's name had been misspelled in two locations. Jenny said she would correct the minutes.

The minutes were then accepted as written with corrections to the spelling.

**Motion to accept made by:** Shelli Stough  
**Motion seconded by:** Gary Stradley

**B. TREASURERS REPORT**

- Treasurer, Shelli Stough, stated that current balance is \$20,462.06. At present there is still one outstanding check; the \$250 donation to the scouts. She noted that expenses since the last meeting were \$87.10 for printing and is anticipating additional bills from the local newspapers for ads.
- Jenny Burnett stated she would contact Ina Heath, representative with the Scouts, to ensure the check is processed.

**Motion to accept made by:** Jenny Burnett  
**Motion seconded by:** Gary Stradley

**C. PUBLIC PARTICIPATION**

No one outside of the Foundation's Board and members attended this meeting.

**D. NEW BUSINESS**

• ***Changes / Updates to the Website***

Jenny Burnett suggested that we make some adjustments to our website. Currently under the Rhythm & Ribs tab, everything the Foundation does is listed instead of just about the fund raiser. Even though a portion of the funds that we use are directly from the fund raiser, it is suggested that we combine the tabs listed as 'Home' and 'About' and list it just as 'Home'. The information on these two tabs can easily be combined. Suggested that we input a tab referred to as

‘Community Involvement’. Under that tab we could list the extras (donation to the Village, donation to the Scouts, Information on the scholarships, etc.). Under the Rhythm & Ribs tab we would leave linked banners to pictures and/or information for each year; i.e., 2014, 2015, etc. Jenny did already implement the information to our web designer about the Rewards programs to include Smile.Amazon.com and sign in information. She stated that it needed to put in place for people to see, especially with the holiday shopping season in full swing. A short discussion began and it was agreed that the changes should be made.

**Motion to accept made by:** Shelli Stough  
**Motion seconded by:** Randy Schilling

- ***Community Service Hours for Utica High School Students***  
Jenny Burnett was contacted via email with the following:

Hello!

My name is Aubry Vonck and I am one of the advisers of the Service-Learning Program at Utica High School. Beginning with the Class of 2019, every Utica student will be required to complete 30 hours of community service throughout their high school career in order to graduate.

In order to aid the students in their search for volunteer opportunities, we are putting together a database of organizations that students can contact. Claudine Curtis passed along your contact information. We thought the North Fork Children's Foundation may potentially be a good resource for our students. If this is something you would be interested in, please let me know! There is some specific information I would like to add to the database.

Thank you so much for your time!

-Aubry Vonck  
Utica High School  
English Teacher  
Service-Learning Co-Adviser

Jenny responded telling her the general information about the Foundation. She told Ms. Vonck that it would be presented at the upcoming meeting in November and then contact her with the information.

Discussion was positive and recommended that we utilize their help during our fund raiser or any other function the Foundation became involved in.

**Motion to accept made by:** Shelli Stough  
**Motion seconded by:** Gary Stradley

- ***Election of Officers***  
As all current Officers and Board Members were not in attendance, Jenny Burnett suggested that we hold a ***Special Election Meeting*** on Monday, November 23 in order to remain in compliance with our By-laws.

The question of what positions we are required to fill in order to maintain our 501(c)3. Jenny Burnett said she would contact Rick Heath, our legal department, to find out and let everyone know.

Some of the Board had other commitments for that evening it was suggested that the standard time be moved back to 6:00 pm. General consensus agreed with 6:00 pm at C & E Pizza Factory.

**Motion to accept made by:** Jenny Burnett

**Motion seconded by:** Shelli Stough

#### **E. ADDITIONAL MISCELLANEOUS TOPICS OF DISCUSSIONS**

- ***General discussion / Recommendations / Suggestions***

- Gary Stradley voiced his concern on our lack of membership and involvement from the community. He noted that printing flyers to be sent home with students in all four schools, advertisements in local newspapers and social media is proving to be less than favorable and not reaching individuals to join in with the Foundation.

Jenny Burnett noted, even though it won't address current memberships, we do have an open invitation from Mr. Bowman, H.S. Principal, to speak at future freshmen orientations.

Shelli Stough suggested that maybe we should inquire into joining at the Kindergarten registrations also.

Gary Stradley noted that both ideas are good, but we need to focus on an immediate reach out to people in the community. He suggested that everyone try to speak to two or more people to let them know what the Foundation is all about and how important their help would be.

- Jenny Burnett suggested that if we are able to increase our membership, we should look at a second fund raiser. First thought was spring golf outing. Golf seems to bring a strong response. Gary Stradley suggested thinking outside the box and maybe looking at a 'Virtual Golf' outing held in January or February. Any ideas, feedback or suggestions are welcome.
- Gary Stradley asked the Treasurer to issue a check to American Legion in the amount of \$50 as had been discussed at the previous meeting. A payment was not required, but the Board felt it was an appropriate action for their support in allowing us to use the facility in anticipation of public attendance.

#### **F. ADJOURNMENT**

**MEETING ADJOURNED BY / TIME:** Gary Stradley called for adjournment at 7:48 p.m.

**Motion to accept made by:** Shelli Stough

**Motion seconded by:** Randy Schilling

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**MARK YOUR CALENDAR:**

**SPECIAL MEETING**

**NOVEMBER 23, 2015 - 6:30 PM**

**LOCATION: C & E PIZZA FACTORY**

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