

**Yarnell Regional Community Center  
Board Meeting Agenda  
March 10, 2020**

1. Review and approval of minutes from February 11, 2020
2. Reports
  - A. Treasurer's report: Rebecca
  - B. Executive Director's report: Task Coordination/update - Frances
  - C. Search Committee Report
  - D. Club Yarnell - Joyce
  - E. Development Coordinator update: Denise
3. BUSINESS
  - A. Strategic Plan - review priority goals - REVISE
    - i. Volunteer recruitment & retention: possibilities from Mixer, churches
    - ii.
    - iii.
    - iv. Outline for campus development research - Mike
    - v. Immediate Projects -Calendar, Community Resources page
  - B. March for Meals - March 21 -update - Roxie
  - C. Weaver Mountains Health Initiative / Live Well Arizona Incubator - update
  - D. Policy Review - Plan
  - E. Volunteer Appreciation
  - F. Coronavirus
  - G. Lighting in parking lot
4. Announcements
5. Adjournment

Meeting was called to order at 2:30pm by Frances Lechner, President

**Board Present** - Frances Lechner, Leah Tidey, David Devaney, Joyce Dennison, Roxie Barringer, Gale Henry, Rebecca Wilks

**Board Absent** - none

**Staff Present** -none

**Minutes of February 11, 2020** - motion to approve was made, seconded and carried.

## **REPORTS**

**Treasurer** - In file and available to all at meeting. Motion to approve was made, seconded and carried.

**Executive Director/ Task Coordination** - Hired a Tuesday and Friday cleaning person for the dining room and kitchen area. Kitchen help was also hired. Schedules TBD.

**Search Committee** - One interviewee to date and that person was not able to continue the interview process due to NACOG restrictions. More advertising is needed, maybe establish a connection with a University program in the area. This idea was negated due to the possibility of a high turnover rate and no consistency at the YRCC. Approach AmeriCorp Vista organization, Job Fairs, local colleges.

**Club Yarnell:** Review of upcoming events for 2020.

**Development Coordinator** - Presented and in file.

## **BUSINESS**

### **Strategic Plan**

- i. No discussion
- ii.
- iii. No discussion
- iv. No discussion

**March for Meals:** March 21 at the YRCC. March from YRCC to Shearer Fitness Center and back. Award certificates being created; shuttle drivers and security being contacted; prizes being gathered - still need more prizes. Music and food arranged. Set up at the YRCC on Friday, March 20 beginning at 2pm.

**WMHI Initiative:** Community wide meeting on April 30 at Wilhoit Church.

**Policy Review Plan:** Policies were reviewed about one year ago; there is a schedule in each notebook for timeline. Some pieces are not on paper, just knowledge of Executive Director, Thrift Store Manager and Kitchen Manager. These need to be on paper and this needs to be done by the appropriate person i.e. Thrift Store Manager and Kitchen Manager.

**Volunteer Appreciation:** Possibly hold the April event at Wickenburg Ranch (Trilogy) on the 24<sup>th</sup>. We have a \$300 budget and maybe WR will discount that. WR will provide space and food. Possibly an afternoon tea from 3pm to 5pm. YRCC has about 50 volunteers and they will need to confirm and reserve since we have to pay for the amount of people we reserve the room for regardless of how many show up.

**Coronavirus** - Policies for the MOW drivers and Congregate dining need to be put in place immediately. Hand sanitizer will be provided to MOW drivers; a notice will be posted on the door of the dining room for diners who may be infected to not enter the dining room. An e-mail will be circulated to all YRCC staff, volunteers and Board of Directors as to new health/safety requirements.

**Lighting in the parking lot:** Battery operated motion sensors lights need to be installed in the parking lot for safety issues. David to talk to Kurt Florman about purchase and installation.

**Announcements:** none

Adjourned at 4:00pm

Next Board meeting April 14, 2020 at the YRCC at 2:30pm.