

*Girl Scouts Heart of Central California*  
**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**

September 17, 2009      6601 Elvas Avenue  
6:20pm – 7:30pm      Sacramento, CA

PRESENT: Catherine Conner, Barbara Ellis, Anne Ferguson, John Gallagher, Gianna Gianelli-Mehl, Judith Lanning, Judy Lin, Norm Marshall, Jan Opie, James Pardun, Anita Rohn, Toni Rubin, Eric Solis, and Jeff von Kaenel

EXCUSED: Destinee Duncan, Robin Kren, and Genevieve Marsh,

STAFF: Pam Saltenberger, Jean DeCamilla, Kerry Koyasako, and Julie O'Donnell

GUESTS: Nancy Park, former board member and Victoria Tacherra, Senior Girl Scout

**Chair of the Board, Catherine Conner, called the meeting to order at 6:20 after the board toured the new building. She also welcomed the guests to the meeting.**

**I. CONSENT AGENDA**

The Consent Agenda included the following items:

- Minutes of the July 18, 2009 Board of Directors' meeting

Agenda was approved by general consent.

**II. FINANCE COMMITTEE**

Barbara Ellis moved on behalf of the finance committee, to accept the July 2009 Statement of Activities, the July 2009 Statement of Financial Position. The motion passed unanimously.

Barbara Ellis commented that we have many challenges this year. On the revenue side grants and donations are down. On the expense side professional fees are up because of the costs associated with the new building. She believes we have good control on expenses and our August actual is within \$3,000 of projected.

Barbara Ellis moved on behalf of the finance committee, to accept the 2009/2010 Proposed Budget. Barbara reviewed the assumptions regarding the cookie sale in setting the 2009/2010 budget. We will be increasing the price per box from \$3.50 to \$4.00. The only reasonable way to project income and expenses for 2009/2010 was to do various projections on the sale. The finance committee looked at projecting a 5% decrease in the number of boxes sold, a flat sale, and a 3% increase in the number of boxes sold. To keep the budget at the most conservative we projected a 5% decrease in sale. The budget also reflects the cost of a possible capital campaign and the debt service on the new building loan. The motion passed unanimously.

Pam Saltenberger reported on the Girl Scouts of the USA (GSUSA) retirement plan underfunding. GSUSA is projecting an increase in the contributions made by councils to increase from 3.8% to as much as 27.5% of eligible payroll. This could mean a \$600,000 increase annually for the council. The finance committee is monitoring the situation and we have retained legal counsel to help us determine the best course of action. We should have defined options by mid-October.

### **III. BOARD APPROVED POLICIES**

Barbara Ellis moved on behalf of the finance committee, to accept the Board Approved Policies on Conflict of Interest, General Reimbursement, Whistleblower, Document Destruction and Joint Venture. Barbara Ellis requested the Document Destruction policy for Bank Reconciliations and Bank Statements be changed to 7 (seven) years. Toni Rubin also noted some typographical errors. The motion as corrected passed unanimously.

### **IV. GOALS AND OBJECTIVES**

Jim Pardun moved to accept the 2009/2010 Goals and Objectives as presented. The Goals are approved until 2011 but the one on completing the council merger was removed because this has been completed. The Objectives are updated to reach the Goals as presented. The motion passed unanimously.

### **V. PROGRAM – World Association of Girl Guides & Girl Scouts**

Victoria Tacherra, a Senior Girl Scout shared the details of her trip to the WAGGGS World Center in Switzerland, Our Chalet. She also provided information on WAGGGS and the strength of an international association. She recommended that anyone who has the opportunity should visit one of the World Centers.

## **VI. BOARD REPRESENTATIVE COMMITTEE**

Toni Rubin and Anita Rohn reviewed the new Governance Web Site that has just "gone live." They also provided information on the two forums that are being held on October 14<sup>th</sup> and 15<sup>th</sup> for all Representatives members. They are also planning on producing a newsletter twice a year.

## **VII. FEASIBILITY STUDY**

Catherine Conner reported that the feasibility study is almost complete with the last interview scheduled for September 29<sup>th</sup>. The report will then be prepared and presented to the officer team the mid October. The complete report will be mailed to board members well in advance of the November meeting. At the November meeting the board will accept the report and if favorable, vote to move forward with a capital campaign.

## **VIII. MANAGEMENT REPORT**

Pam Saltenberger reported that the most recent girl membership numbers are up 1.8% over last year and adult membership is up 4.2% over last year. We will end the membership year down overall from last year. The good news is that our volunteer membership will be up over last year but our outreach numbers will be down for two reasons. We have changed our approach to outreach by eliminating most of our short-term programs and having mostly semester long programs and we have trimmed staff due to budget considerations.

## **IX. PROPERTY COMMITTEE**

Norm Marshall reported that the committee report for this meeting was the tour of the new facility. Everyone seemed to enjoy seeing the skeletal building and they all liked their hard hats!

**Meeting adjourned at 7:30 p.m.**

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James Pardun, Secretary