

**NCCSA Board of Directors Meeting
April 17, 2008
Best Western Carriage House Inn**

Minutes

I. Call to Order and Introductions: The meeting was called to order at 11:01am

The following members were present: Elaina Marra, Karen Hill, Holly Armstrong, Mary Morgan, Anita Seefried-Brown, Pat Fralick, Louise Haraczka, Emily Geary, Melinda Gault, Nancy Hansen, Linya Bell.
Guests: Tracy Robertson and Rich LeClerc.

The following members were excused: Stephanie Graf, Tom Hanley, Rita Barker, Jane Gendron, Gayle Underhill-Plumb.

II. Minutes of March 20, 2008 meeting:

Moved by Anita Seefried-Brown, seconded by Nancy Hansen and approved unanimously to accept the March 20, 2008 minutes.

III. Treasurer's Report:

In lieu of hard copies of the financial statements, Nancy Hansen provided a verbal report. The balance in the checking account is \$1,240.86. Current membership stands at: 18 organizations, and 9 individual memberships. Copies of financial statements and membership rosters for April will be provided for next meeting.

IV. Committee Reports:

A) Program – Pat Fralick reported that Roger Ambrose has agreed to be the speaker for the May program. The list of critical needs generated by the Board Members was extensive. The complete list will be forwarded to Mr. Ambrose so that he can target three or four issues during the May program. The May program will be held at the Children's Home of Jefferson County on May 15, 2008; at the existing rate of \$10 per member, \$12 non-member.

B) Marketing and Publicity – Emily Geary reported that the RSVP numbers for this month's luncheon are very low (30), due to spring break. The Program Committee and the Board will keep this in mind when determining next year's April program to avoid fees for speakers.

Tracy Robertson sent out an email regarding today's luncheon to 100+ individuals. Invitations are also being mailed to 240 individuals. Board members are encouraged to forward the promotional emails to staff within their own organizations. Linya Bell reported that she checked with Judy Cain regarding the member listing issues that were being reported. Problems may have remedied themselves, as Judy Cain did not report seeing the problem. Linya reminded everyone that changes to membership organizations, such as website address changes, have to be reported in order to be corrected on the website. Tracy Robertson agreed to do the flyer for the May luncheon.

C) Membership – Linya Bell reported that membership letters have not gone out yet. She is working on printing a promotional magnet for NCCSA to accompany the letter. Letters will be sent to the appropriate organizational leader.

D) Nominating – The following slate of nominations will be presented at the May program: as 1st term nominees, Rich LeClerc will replace Holly Armstrong; Tracy Robertson will replace Pat Fralick. Karen Hill and Emily Geary will be 2nd term nominees.

Holly Armstrong will check into term limits. Other members of the Executive Committee will be asked if they would consider assuming the role of President.

E) Critical Needs – Karen Hill reported that the next Critical Needs Meeting will be held at the Watertown Urban Mission on May 21st at 11am.

V. Old Business:

By-Laws Committee Report – Linya Bell reported that any prospective changes to the by-laws have to be publicized at a public meeting at least 30 days prior to the vote. The primary issue to be discussed by the By-Laws Committee was related to re-instituting the Corporate Membership level. The committee has not yet met, but will meet over the summer.

VI. New Business:

List-Serv – Discussion was held regarding creating a list-serv where community events could be publicized. It was determined that events listed will be limited to public outreach and fundraising events. Tracy Robertson will manage the list-serv and determine if events that are submitted for posting meet the criteria.

Annual Reports – Linya reminded Committee Chairs to submit their reports for the NCCSA Annual Report as soon as possible.

Thank you gift for speakers – Linya suggested we get price quotes for a portfolio with our logo on it from JCC as a thank you for speakers. Everyone was in agreement.

Linya talked about forming a Disabilities Committee (which would be associated with the County Planning Board). This would need to be discussed with Roger Ambrose.

Linya asked permission to place flyers on the tables for the Taste of the Town event(VIC) and for (NRCIL).

The meeting adjourned at 11:50am.

Respectfully submitted,

Emily Geary