

GREATER WYOMING COMMUNITY RESOURCE ALLIANCE
Meeting Minutes of
July 26, 2016

I ROLL CALL

Meeting called to order by Vice Chair Lopez at 9:02 a.m.

Present: Nancy Bazan, Kent VanderWood, Jim Carmody (arriving 9:10 a.m.), Jeff Koeze, Jack Sluiter, Tamara Lopez, Bob O'Callaghan, Rebecca Rynbrandt

Absent: Curtis Holt, Elizabeth Rosario, Tyler Tascano

Meeting called to order by Vice Chair Lopez at 9:02 a.m.

II PREVIOUS MEETING MINUTES:

A motion by VanderWood, seconded by Sluiter to approve the minutes of June 28, 2016 was made. Motion carried unanimously.

III FINANCIAL REPORT

A. Finance Department

Both a written and verbal report was provided by Bazan. The preliminary FY 2016 year-end report indicates a General Activities fund balance of \$52,096.64. The General Activities ended the year with an operating deficit of \$5,662.76. This is attributed to a significant reduction in both fundraising on the revenue side and grant making on the expense side. It was noted that the Alliance budget follows the City's budget cycle.

Bazan reported that balancing of the Community Enrichment Commission fund has been hampered by the fact that the CEC Treasurer has lost her backup data. The year-end preliminary report indicates the CEC ran a deficit for FY 2016 of \$10,625.71. Currently in FY 2017 they are running a \$2,923.41 deficit. The CEC's fund balance was used to cover their deficit. Bazan shared her concern that if expenses continue at a rate of exceeding expenses, the 2017 summer concert series could be hampered by the CEC's inability to process deposits to secure entertainment in the fall of 2016 for the 2017 series. This would be due to a lack of fund balance.

Bazan reported that Pinery Park Little League, which is on a calendar year cycle due to their originating 501(c)3 charter, is very liquid. With the new financial control and documentation the City/Alliance has put in place, and with the work of

the PPLL Board of Directors, the leagues fund balance is expected to exceed \$40,000 soon.

Rynbrandt, Carmody, and Bazan recognized Community Services staff support by Jeff Anderson, Eric Tomkins, and Nikki Batcke for the CEC and PPLL.

A motion by Koeze, seconded by O'Callaghan to approve the financial report as presented was made. Motion carried unanimously.

IV OLD BUSINESS

A. 2016-17 approved budget

A copy of the FY 2017 budget was distributed.

B. Final review of mid-year letter changes.

Carmody presented the mid-year "update" letter. It was updated to reflect communication to both donors and prospective donors. He informed the Board that the letter will be mailed shortly.

C. Scholarship Update

Rynbrandt reported that \$1,140 in scholarships have been awarded in June. The FY 2016 year-end saw a total of \$7,635.25 in scholarships awarded. Discussion on the growth of need ensued. The FY 2017 budget is \$10,000.

Rynbrandt, Carmody, and Bazan recognized Community Services staff support by Kenny Westrate, Cindra Barber and Nikki Batcke in processing scholarships.

V NEW BUSINESS

A. Letter of approach: One – Wyoming

The Letter of Approach for \$3,000 in grant funding consideration by One Wyoming was reviewed. A motion was made by Vanderwood, seconded by O'Callaghan to move the One Wyoming request to full application status. Discussion ensued.

Lopez stated it appears that the Letter of Approach is for basic administration, operations, rather than a specific program. Carmody asked if it is the intent of the Alliance to fund ongoing operations of an organization.

Rynbrandt reported on a recent meeting that she and Holt had with One Wyoming Executive Director Jack Ponstine. VanderWood affirmed his understanding that One Wyoming was seeking funding from the City of Wyoming as well. Rynbrandt indicated the preliminary amount One Wyoming mentioned in seeking funding from the City General Fund was \$10,000 with additional in-kind

support from the Parks and Recreation Operating Millage. VanderWood stated that he, as a City Council member, did not support use of General Fund funds in this regard; however, he felt it was appropriate for the Alliance to consider funding.

Motion to request the full application carried unanimously.

B. Grant Update from Hand-to-Hand

The Board reviewed the letter submitted by Hand-to-Hand as their final report. It was found to be very moving and the Board applauded their work.

VI ITEMS FOR ACTION

A. Letter of approach approval

See action above: V. New Business, Item A.

VII ROUND TABLE DISCUSSION

Carmody reported on his experience in meeting the President of the United States and the discussions at the Federal level related to law enforcement.

VIII PUBLIC COMMENT

None.

IX CLOSE – NEXT MEETING DATE

The Board shall reconvene at 9:00 a.m., August 23, 2016, at the Wyoming City Hall.

Respectfully submitted,

Rebecca L. Rynbrandt
Secretary
Board of Directors