

OUTreach Resource Center, Inc. (ORC) Board of Directors' Meeting Minutes

Date: September 3, 2008

Place: Board Room of the Unitarian Universalist Church of Ogden (UUCO)

Present: Directors Evelyn Bertilson, Barry Gomberg, Deborah Hackett, Sandra Hansen, Catina Martinez-Hadley, Roxanne Taylor, Karen Thurber and Suzanne Williams. Also present, potential board member Susan Carcelli and Project Leader Gary Horenkamp

Agenda Item # 1 & 2: After the welcome and introductions, the minutes of the August 6th meeting were approved as corrected and with the agreed procedure of email distribution to the executive committee for initial corrections or additions and then email distribution to the entire board.

Agenda Item #3: Project Leader's report included Gary's attendance at the Weber State University's (WSU) annual Block Party where he distributed OUTreach flyers and volunteer job application for adult mentors. Gary attended a day-long End Nicotine Dependence workshop and plans to attend a two-day conference in Kansas City for anti-smoking training. This training is being paid by the \$5,000 grant OUTreach received from the Weber County Health Dept. Gary explained how he has had more success in starting informal discussions of topics rather than a formal curriculum, which seem too much like school. Gary mentioned he will make contact with representatives from Ogden-Weber Applied Technology College (OWATC) and the WSU's alternative ? program because so many of the young people don't think they are smart enough or have the financial means to attend college. Gary reported that attendance has increased since school has now begun – more than 20 students in attendance today. Gary continues to attend NUHOPE and Interfaith Works meetings and partnering with other community organizations.

Agenda Item # 4: Treasurer Catina will be in contact with Lin Marie, the volunteer bookkeeper for the UUCO, to facilitate the transfer of OUTreach funds into new accounts. Catina plans to have a financial report for the next meeting.

Agenda Item # 5: Karen moved and Susie seconded a motion to increase Gary's hours from 20 to 30 hours a week for the next three months. Also included in the motion was that Gary would develop a job description and that Barry would do further research of the Fair Labor Standards Act (FLSA) by the next meeting. Motion was passed.

Agenda Item #6: After review of the Equal Opportunity Statement (attached) and a Memo of Understanding with the UUCO, Karen moved and Roxanne seconded a motion to have Catina submit ORC's application for a 501© 3 status to the IRS. Motion passed. Roxanne presented a vase of flowers as a "thank you" to Catina for the hours of work she has done in preparing this application.

Agenda Item #7: Roxanne moved and Catina seconded a motion to make the necessary budget adjustments to reflect the increase in hours to be worked by the Project Leader at

a rate of \$20 per hour and a weekly increase of ten hours, with a review after three months. Motion passed.

Agenda Item # 8: Roxanne was prepared a grant application to the Bastian Foundation for continuing funding of the ORC programming. It represents many hours of work. In the review process and discussion several directors offered suggestions, which will be incorporated. The most significant is to increase the amount asked for from \$7,500 (current funding level) to \$15,000 the maximum funding level. Along with this change came offers to help meet the September 15 deadline from Karen, Catina and Susie.

Agenda Item # 9: Roxanne moved and Catina seconded a motion to establish the Executive Committee's terms of service as one year. Motion carried.

Agenda Item # 10: In line with the decision made at the last board meeting to have half the board serve two-year terms and the rest four-year terms, Saundra asked who might want to serve a two-year term. Debbie Hackett, Roxanne Taylor, Karen Thurber and Susie Williams asked for the shorter terms. Susan Carcelli, when asked if she would like to serve of the board, responded positively. Her name will be on the next month meeting agenda for consideration. Her preference is to serve a two-year term.

Agenda Items to be considered next month – Role of the Advisory Council, Website upgrade, date for a mini retreat to establish ORC goals and objectives and to construct a fundraising plan for 2009-2010.

Next meeting is October 1, 2008 at 6:45 p.m. Meeting adjourned at 8:20 p.m.

Respectfully submitted,
Evelyn Bertilson, Secretary