

LEU CIVIC CENTER BOARD MINUTES

July 10th, 2023

Meeting called to order by Chris Bandre at 6:34 PM on July 10th, 2023.

Members Present: Chris Bandre, Jeremy Bearth, Sharon Hopkins, Ryan Gass, Joel Pikora, and Adam Vega

Members Absent: Dennis Armstrong, Karen Detering, Chasidy Smith, Cheryl Orlet, Madeline Ducharme

Guests: Jenna Smith

Building Tour: none

Review of Minutes: May and June minutes reviewed. Motion made to approve both sets of minutes by Ryan Gass and seconded by Sharon Hopkins.

Finance Update:

Farmers Checking is at \$17,966.34, as of 6/21/23

Farmers Money Market is at \$ as of 12,514.57 6//23

Scott Credit Union account is \$15.90 as of 3/28/23

CDs are at \$100,894.92 as of 6//23

Taxes filed and 2022 Audit Report handed out to Board Members. To read at home and send any questions to Jeremy.

Director's Update:

Jenna provided a July 2023 Leu Monthly Business Update:

Jenna completed the Grant Writing class through Wash U\Brown.

Working this month with a focus on Employee handbook and HR policies to ensure we have what we need and know what we need.

Sent 2nd quarter update to United Way and invited our United Way representative to tour the facility during Summer Camps.

Applying to be an Honorary Commander at Scott Air Force Base.

Facility and Maintenance:

Art Room Committee met(Sent ask to IKEA for furniture for room).

Met with Tech Electronics about security system for the door. Also meeting with CTS Wednesday to get a second bid.

Spectrum replaced their router and Steve installed some networking equipment, no internet issues since.

Put up two new cameras(These have audio recording capability but this is currently off until we can get clarification on legalities).

Programs and Activities:

Spike the Rock completed, surveys have been returned and seem positive.

171 Participants for Summer Camps.
Craft exchange held last Friday, made \$100.
Homeschool Activity fair July 22nd 10-2.
Family Field Day planned for July 28th.
Soccer camp in the fall, worked with City to ensure we can use the park\soccer fields.
VBS from Purposed Church coming to town the 16th-20th

Proposal to change split on payment for instructors: 40/60 for 1 day – 14 days, 30/70 for 15 days - 35 days, 25/75 for 35 days+.

Motion made by Adam to approve above proposal. Seconded by Jeremy. Motion approved.

Bike swap for September 16th discussed.

Fundraising:

Governance:

Want to hire Art Coordinator for 10 hours a week to function in a capacity like the Athletic Coordinator around September time frame. Ryan proposed contract work for end of 2023, if needed turn it into permanent position. Adam brought up if bringing someone on keeps it under budget do we need any approval. Team agreed if it stays under budgeted salaries it is basically to the director's discretion.

Reagan to continue working with us next year, taking classes at SWIC for paralegal.
Jeremy to start showing her more on QuickBooks to get her to import the data in.

Ask for \$1 raise for Alaina(to \$16), Reagan(to \$15) and Imani(to \$14) effective the 17th.

Motion made by Joel to give the above raises, Seconded by Ryan. Motion approved.

Added Jenna to the raise pool for \$1.

Open Discussion and Questions:

Motion to adjourn: Ryan

Second: Jeremy

Time: 8:40PM

Next meeting: August 14, 2023