

Tomcat Bridgebuilders Board Meeting Minutes
March 7, 2012

Present: Diana Chalfant, Claudia Guffey, Svea Maxwell, Jeff Ross, and Kathy Trace

Absent: Bryant Skipper

Guests: None

Ms. Trace called the meeting to order at 4:20pm.

I. Adoption of Agenda

Ms. Trace moved to approve the agenda; Ms. Guffey seconded.

II. Approval of Minutes from October 5, 2011

Ms. Guffey moved to approve the minutes; Ms. Chalfant seconded.

III. Budget Update

Ms. Chalfant reported the current account balance is \$1,183.31. A check has been received for \$500 to be deposited and a check will be written for \$45 for sandwich reimbursement. It was recommended that anyone making deposits into the account write where the money came from after making the deposit so Ms. Chalfant can send the proper donation and thank you letters to donors.

IV. Taxes for 2011

A 990N form will need to be filed for 2011 which runs January through December for tax filing purposes. Ms. Chalfant will file the form.

V. Funding Opportunities

Ms. Trace reported that Keller Blackburn has funds of \$5,000 set aside for prevention activities and has requested that Bridgebuilders make a request for funding from his office. Suggestions for PAWS and community events were made. Ms. Trace will submit a request for funding on behalf of Bridgebuilders. Ms. Trace and Ms. Maxwell gave an update on the DFC grant application in conjunction with Ohio University.

VI. \$500 Donation – Donation and Thank You Letters

The Donation and Thank You Letter was reviewed, one correction was made and the addition of the return address will be made. Ms. Trace made a motion to accept the letter with corrections, Ms. Guffey seconded.

VII. Media Committee

Ms. Chalfant reported the Media Committee has formed a protocol for advertising events. The new website and Facebook pages should be updated at least monthly.

VII. PAC – Operation Street Smart

Operation Street Smart will be held April 14th.

IX. Old Business

Ms. Trace requested all Board Members review the bylaws and read their job duties prior to the next meeting. The following committees were reviewed: Finance Committee members include Diana Chalfant, Kathy Trace and Jeff Ross; Nominating Committee members include Claudia Guffey and Svea Maxwell; Special Committee shall include representation from youth and media. The

Nominating Committee will select officer recommendations prior to the March 2013 meeting of the Board of Directors.

X. New Business

Discussion of the Bridgebuilders logo was held. No decision was made at this time.

XI. Adjournment

Mr. Ross moved to adjourn the meeting; Ms. Maxwell seconded. Meeting adjourned at 5:35pm.

Submitted by:

Claudia Guffey
Secretary

Kathy Trace
President

Tomcat Bridgebuilders