

GCDSS – Board Meeting

MINUTES

03/19/2009

6:30 P.M.

ST. PAUL'S UNITED METHODIST CHURCH
Ocean Springs, MS

MEETING CALLED BY	Kim Duffy
TYPE OF MEETING	Board Meeting
FACILITATOR	Kim Duffy, President
NOTE TAKER	Darlana Stratton
TIMEKEEPER	N/A
ATTENDEES	Kim Duffy, Deidre Davis, Cindy Hansen, Darlena Stratton, Riley McIlwain, Regina Rosskopf, Linda Stewart, Eric Trouerbach, Jennifer Hamner, Jerry Martin

Agenda topics

CALL TO ORDER

KIM DUFFY, PRESIDENT

DISCUSSION	Last meeting, 2/12, we did not have a quorum; therefore we worked on the budget. Working meeting.
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APPROVAL OF AGENDA

KIM DUFFY, PRESIDENT

DISCUSSION	Linda Stewart: Motion to approve. Cindy Hansen: Second. All in favor.
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APPROVAL OF MINUTES

KIM DUFFY, PRESIDENT

DISCUSSION	<p>Mary Langenbacker was not present due to an emergency. Minutes for this meeting will be scribed by Darlena Stratton in her absence.</p> <p>Minutes will be sent out electronically as soon as possible. Since we were not able to approve the January minutes at our February meeting, we will now have three months of minutes to approve at our next meeting.</p> <p>Previous years minutes are now in Kim Duffy's possession.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Complete Minute Book from prior minutes.	Kim Duffy	04/09/2009
Approve Jan- March Minutes – Next Meeting	Board	04/09/2009

FINANCIAL REPORT

RILEY MCILWAIN/KIM DUFFY

DISCUSSION	<p>2008 Financials have now been added to QuickBooks Pro. All data possible is being entered to better track expenditures. Financial Statement and Proposed budget passed out for review. Shows last year through January of this year.</p> <p>This year thus far, we had donation from Magnolia Cruisers and funds paid to National.</p> <p>Ending balance as of today, 03/12/2009. \$37,829.48</p> <p>Review of main expenditures from last year. Discussion around the nature of the term "Literature" – newsletters, brochures, outreach. Per Kim Duffy, the more we put in this, the more we will be able to leave at different locations.</p> <p>This will be the first year we have to file a Federal Form 990</p> <p>Final Award Letter received by Kim Duffy from the IRS.</p> <p>Website development will be funded under telecommunication category for now.</p>
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Advertising budget includes but is not limited to outreach and billboards. Budget being issued to Linda Stewart to work with – especially in light of the recent closing of Project Prints there needs to be a “visible” presence.

Support of other groups such as the Dream Team.

Book Project – books distributed at different school systems.

Promotional giveaways at various events including Buddy Walk

Insurance – Liability for Buddy Walk and we need to obtain a quote for Officer Liability insurance – Kim Duffy to provide quote at next meeting

Support Group – Social Events – increased budget from \$1K to \$2.5K

Estimate for GCDSS Logo Presented \$630-\$840 from Rebekah Webb. Copyrights are included and issued upon submission of Logo. Her cost for artwork is \$35 per hour.

Discussion of Payments to affiliates. Kim Duffy states affiliate fee is \$125-\$150

Deidre Davis made motion to accept proposed budget with the increase of social events from \$1K to \$2.5K. Eric Trouerbach seconded the motion. All in favor.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Buddy Walk Program	Deidre Davis	09/15/2009
Quote on Officer Liability Insurance – covers social meetings or anything that is sponsored by GCDSS	Kim Duffy	04/09/2009
Logo Estimate from another person	Kim Duffy	04/09/2009
Send an e-mail to general membership as a call for volunteers on Special Committee's	Kim Duffy / Darlena Stratton	05/14/2009

SUPPORT GROUP/SPECIAL EVENTS

KIM DUFFY

DISCUSSION

Next support group meeting scheduled for Saturday, 03/14/2009. Guest Speakers will be Troy Trigg from the Dream Team as well as a guest from First Steps.

First Steps had their first round of strategic planning session held which appeared successful. If anyone is interested in where the plan I going from here they will need to attend the next meeting. No date for this meeting as of yet.

Encore will not be providing child care for our next meeting, however, daycare will be provided by volunteers.

Linda Stewart has submitted the press release to the Sun Herald for this meeting as well as extended an invite to WLOX

Easter Egg Hunt scheduled for Saturday, 03/28/2009 from 10:00 a.m. – 12:00 p.m. This year's event will be sponsored by the Kiwanis Club of Biloxi and held at Hiller Park, Biloxi (due to weather there was a location change to Blessed Seelos Catholic Church – Biloxi). Activities to include Easter Egg Hunt, Pictures with Easter Bunny. Decorator will be setting up photo shoot area. Develop a sign-up sheet for pictures with related numbering system and pictures will be mailed afterwards. Hamburgers, hot dogs. Invite will be extended to WLOX

Note: Should WLOX start covering our special events, we will add them as a sponsor on our website.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None.		

NEW BUSINESS

KIM DUFFY/DARLENA STRATTON

DISCUSSION	<p>Construction of New Website: Designer has been reimbursed for template fee and annual hosting fee on GCDSS. GCDSS.org was reserved. Kim Duffy prefers medical section on the New Orleans site so we will try and incorporate their ideas in to our new website. Cindy Hansen is working on a new Health Care Outreach Information Page. Donna Brewer is working on the Estate Planning information. Kim Duffy and Darlena Stratton to get together next week to move forward with initial go live data.</p> <p>Motion required to open new checking account to accommodate PayPal addition to website. This will be an account with minimum balance only and will be transferred to main account on a regular basis. Cindy Hansen made a motion to authorize new account. Deidre Davis seconded the motion.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Open new checking account to be used for website PayPal Donations	Kim Duffy	04/09/2009

OLD BUSINESS

KIM DUFFY/REGINA ROSSKOPF

DISCUSSION	<p>Closing of Project Prints: On going – stay tuned for additional meetings of First Steps</p> <p>GCDSS 2010 (14 Month Calendar): Regina Rosskopf introduced her on-going efforts to get a GCDSS calendar created. Jackson calendar (as an example) was given to a print shop in an effort to obtain the lowest pricing available. Her husband plans to donate or pay \$500 towards this effort – anything over will be additional – but is in hopes that through fund raising and donations – any monies made from the sell of calendars will be profit to the organization.</p> <p>Calendars were originally handed out free at a Jackson Buddy Walk event, then the next year they sold these calendars for \$10/\$12 each. Appearance was very professional. Group had different ideas – Regina asked to proceed as is with her plan.</p> <p>Possible we can incorporate preorders of calendars on the website to obtain a guesstimate of initial order. Kim Duffy suggests possibly 500 initially.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bring Jackson calendar to next meeting	Regina Rosskopf	04/09/2009
Final Calendar Goal	Regina Rosskopf	09/15/2009

ANNOUNCEMENTS

KIM DUFFY

DISCUSSION	<p>Conference scheduled for July 10-12. Must advise sender by March 31st – they have offered to allow one of our board members come with complimentary registration. Conference to be held in Cincinnati, OH. Cindy Hansen expressed interest in attending.</p> <p>National is not having a conference this year, however, Congress will be having a conference July 30 – August 2 in California</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None.		

ADJOURNMENT

KIM DUFFY

DISCUSSION	Meeting Adjourned.
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OBSERVERS	None.
RESOURCE PERSONS	None.

SPECIAL NOTES

None.