



CHAPTER MEETING MINUTES
January 23, 2023
Chapter House

Presiding: President-Elect , **Diane Mackin**
Recording Secretary, **Kathy Ogden**
Parliamentarian: **Ranae Pierce**

Diane Mackin: Call to order at 10:01am

Welcome guest Nancy Lusk and new members Katie Voytovich and Tamara Earl

Guest Speaker: Courtney Schriever, Volunteer Coordinator for St. Vincent's Food Hall, and Alisha Peart, Operations Manager - Introduction by Alisa Parks
Courtney highlighted how the donations from Eye on the Community and Consociates have enriched the lives of the clients they serve.

Excused: **Jackie Daniels**

Recording Secretary, **Kathy Ogden**

MOTION: I move to approve the minutes of the November 13th Board meeting held at the Chapter House
PASSED

Officers' Reports

President, **Debbie Wilkerson** – Report Filed

- Reminded members to post their volunteer hours
- A member is needed to be Chapter Hub Administrator

President-Elect, **Diane Mackin** – Reporting

- Elevator will be repaired in February
- Chapter House cupboards have been reorganized

1st VP, Philanthropic Programs, **Ana Facelli** – Reporting

- Reported on status of programs
- A member is needed to be Book Bank Chair for next year

2nd VP, Resource Development, **LuAnne Lewis** – Reporting

- Grant goals are on target
- Annual appeal was very successful
- Members were encourage to remember Assistance League in your estate planning

- Mountain Land fund raiser will be March 2nd

3rd VP, Member Services, **Kathy Shand** – Reporting

- February regular meeting will celebrate Mardi Gras
- Thrift Shop providing soup for lunch at February regular meeting
- There will be a potato bar lunch at the March regular meeting

4th VP, Communication, **Lynda Larsen** – No Report

Treasurer, **Jackie Daniels**– **Judy Hale** reporting

	<u>Current Year</u>	<u>Prior Year</u>
Total YTD Ordinary Revenue through 10/31	\$ 754,944	\$681,593
Total YTD Expense through 12/31/2022	\$ 657,218	\$ 667,805
Net Ordinary Income	\$ 97,726	\$ 13,788
Thrift Shop Revenue for 06/01/2022 – 12/31/2022	\$ 5149,07	\$ 450,746
Thrift Shop Income for December 2022	\$ 56,963	\$ 47,953
Total Cash in Bank Accounts as of 012/31/22	\$ 1,216,450	\$ 968,515
Total Invested Assets as of 12/31/2022	<u>\$ 470,969</u>	<u>\$ 550,890</u>
Total Cash plus Invested Assets	\$ 1,687,419	\$1,519,405

- Revenue through December 31st is 11% higher than last year
- Thrift Shop Revenue as of December 31st was the best year ever – and 14% higher than last year.
- Annual Appeal is also on track to exceed last year's donations.2
- Return to the Community – 84%
- Budget Requests are due February 6th, 2023

Standing Committee Reports

Bylaws, **Linda Stimpson** – Reporting

- The necessity for bylaws changes was explained

Strategic Planning, **Carol Coulter** – Reporting

- ALSLC will partner with the University of Utah and Salt Lake Community College to implement a new scholarship program
- Scholarships may be applied to any undergraduate degree

Technology, **Liz Quealy** – No Report

Thrift Shop, **Trish Oba** – Reporting

Assistees, **Kim Shemwell** – No Report


Consociates, **Tiffany Hall** – Debbie Smith Reporting

- The cleaning kits for the refugee center were shown to members

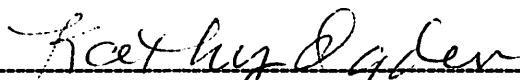
New Business

- None

Adjourn at 11:15 am



Diane Mackin, President-Elect



Kathy Ogden, Recording Secretary

MOTIONS

Board Passed 1/19/2023

MOTION: I move to add a provision to the Finance Policies to include coverage of snacks

The provision would be added as part E of Section VII Payment of Invoices and Reimbursement Vouchers

E. Snacks of nominal value may be purchased using operational budgets for members work/service events. Regular committee meetings and non-work events are excluded unless otherwise covered, e.g., training

Rationale: This policy clarifies that it is ok to provide snacks for workers but that they should be of nominal value. It is not intended to provide snacks for regular committee meetings. Currently some groups or committees offer more extensive food offerings at their meetings. This is ok as long as the food is brought in by members of the group. Having an official snack policy allows oversight, if needed, to see that spending on snacks does not get out of hand. Our current practice is to provide more extensive snacks or food as a budgeted item only at certain training events such as Nova Training, Board Training, or an Assisten recruitment event.

MOTION PASSED

MOTION: I move to reduce the Utilities Expense Operating budget from \$24,000 to \$17,000 for 2022-2023.

MOTION: I move to increase the Thrift Shop Operating Expense budget from \$55,000 to \$62,000 for 2022-2023.

Rationale: This year's budget moved monthly Internet and Telephone expenses to Technology. These expenses were previously part of one total Utility budget. \$7,000 was added to the Technology budget but was never subtracted from the overall Utilities budget. Thrift Shop can use the money to cover extra labor costs and the \$7,000 is not needed to cover traditional utilities.

MOTION PASSED

Board Passed 1/19/2023 Members Vote 1/23/2023

MOTION: I move to amend ALSLC chapter Standing Rules with housekeeping redline edits (attached).

MOTION PASSED

MOTION: I move to amend ALSLC chapter Standing Rules Article Voting Members. Delete current hours requirement in 1.02 (a)(6). Replace with "Be encouraged to serve a minimum of fifty (50) hours per year, which shall include hours spent in philanthropic programs, fundraising activities, committee and Regular Meetings, and at the Thrift Shop."

Rationale: This revised wording approved by the Member Services committee simplifies and clarifies expectations for new and current members.

MOTION PASSED

Board Passed 1/19/2023 Members Vote 2/27/2023

MOTION: I move to revise ALSLC chapter Bylaws per attached redline edits to conform with revised National Assistance League submission and filing requirements:

Delete in "Article 10.07 Fundraising" mention of National Policies for Chapters.

Delete 11.02 Administration and Procedures (e)

Delete Article 14.03 Conforming

Delete Article 14.04 Filing

Delete 15.01 reference to "the Bylaws of National Assistance League"

MOTION: I move to amend ALSLC chapter Bylaws per attached redline edits to create the Second Vice President, Community Relations board position and its subcommittees and eliminate the Second Vice President/Resource Development and Fourth Vice President/Communications board positions and their related subcommittees:

Amend 5.02 Slate to reflect new Board position.

Delete 6.04 Second Vice President, Resource Development (a) thru (e) and replace with new

6.04 Second Vice President, Community Relations.

Delete 6.06 Fourth Vice President/Communications (a) thru (d).

Delete 8.02 (b) Resource Development; replace with new 8.02 (b) Community Relations paragraph.

Delete 8.02 (d) Communications entire paragraph

Delete 8.03 (d) Resource Development Committees; replace with new paragraphs in 8.03 (d)

Community Relations Committees for (1) Fund Development. (2) Special Events. (3) Marketing and Branding. (4) Donor Relations.

Delete 8.03 (e) Communications Committees (1) Marketing Communications and (2) Review

Edit 4.11 Executive Committee to require four (4) members instead of five (5) for a quorum.

MOTION: I move to amend ALSLC chapter Bylaws with housekeeping redline edits (attached), including minor edits to: Table of Contents, Chairmen changed to Chairs, 6.01(o)

and (q), 6.03 (b), 6.07 (e) and (f), 8.01 Committee Composition, 8.02 Elective Standing Committees (g), 9.01, and 9.07 (f), (g), 10.09, and 13.01.

MOTION: I move to amend ALSLC chapter Bylaws per attached redline edits to change the title of Chapter/Auxiliary Liaison (chapter Board Chair position) to Assisteens Liaison and specify Assisteens Auxiliary and Consociates Auxiliary representation on the Board: Amend 5.02 Slate, inserting Assisteens Liaison in place of Chapter/Auxiliary Liaison Delete 8.02 (e) Chapter/Auxiliary Relations; replace with two new paragraphs 8.02 (d) Consociates Chair and 8.02(e) Assisteens Liaison.

Amend 8.03 (b) Auxiliary Philanthropic Programs to be replaced with 8.03 (b) Consociates Auxiliary Philanthropic Programs and 8.03 (c) Assisteens Auxiliary Philanthropic Programs.

2022-2023 Chapter Calendar through December

February 2023

February 8	Assisteens, Chapter House, 6:30 pm
February 22	Consociates, Chapter House, 5:00 pm
February 23	Board Meeting, Chapter House, 9:30 am
February 27	Chapter Meeting, Chapter House

March 2023

March 2	Mountain Land Fundraiser
March 8	Assisteens, Chapter House, 6:30 pm
March 16	Board Meeting, Chapter House, 9:30 am
March 20	Chapter Meeting, Chapter House
March 22	Consociates, Chapter House, 5:00 pm

April 2023

April 12	Assisteens, Chapter House, 6:30 pm
April 13	Board Meeting, Chapter House, 9:30 am
April 17	Chapter Meeting, Chapter House
April 26	Consociates, Chapter House, 5:00 pm

May 2023

May 10	Assisteens, Chapter House, 6:30 pm
May 11	Joint Board Meeting, TBD
May 15	Annual Meeting, TBD
May 24	Consociates, Chapter House, 5:00 pm