Yellow Springs Senior Citizens, Inc.
Board of Trustees' Meeting
March 26, 2025

Call to Order: President Jerry Sutton – Time 5:01
Present: Jerry Sutton, Berch Carpenter, Ven Adkins, Jim Johnson, Susan Alberter (zoom), Velda Martin, Shelly Blackman, Sue Augustus
Also attending: Caroline Mullin, Executive Director
Introduction of Guests: None
Approval of the Minutes: February 26, 2025
Motion to approve the minutes as submitted– moved by Ven, 2nd by Jim, motion passed
Presentation of Consent Agenda: (Vote)
Motion –All standing committee reports included -Moved by Jim and Velda 2nd , motion passed
Nota bene: Consent agenda is to make the meetings more efficient and it makes a record to have for historical purposes.

Executive Director Report: Caroline Mullin – written report submitted: **highlights** – old land survey from 1998; technology – Little Greenlight donor database – Sara Beltran offering training on it on April 15 from 3:00-4:00; Finances- copier lease ends in September – GCCOA may cover the cost of a new one; Shuttle service- committee been helpful – Susan, Roger, Jerry and Steve are on it. We plan to make the trial service start soon. A job description for the driver is being worked up. We haven't advertised for a driver as Mark, who is already a volunteer, would like to do it. There was discussion about whether, once it becomes a permanent position, it should be posted for candidates. At some point there may be a lead driver and a second driver.

Motion: To authorize Caroline to proceed with the hiring on a temporary basis of a shuttle van driver for the trial of the shuttle service, and if the position becomes permanent, we would go through the posting of the position. Sue moved, Jim 2nd, passed.

Capital campaign written report - $1000 for WSU film students – was paid for under the YSCF to get our campaign started –4 students are working on it – the lead person (Lauren) talked with Caroline and Caroline gave her a $1,000 budget. Lauren gave her a treatment for the film already. They will film for 3 days and edit. Caroline can share the link that Lauren did for a nonprofit for the4 Board's reference.

Capstone project presentation will be on 4/23 late in the evening at WSU– maybe take the shuttle van?
Old Business:
• Board website status – Ven Adkins – Caroline doesn't have to send things to everyone; send the committee reports to Ven by Monday before the board meeting. Wayne is working with Ven on transferring the site to a new server. Ven is working on updating and reorganizing the board manual and he wants feedback on it – how user friendly is it?
• Naming Policy for the Capital Campaign (Vote) Changes – page #s were corrected; levels of sponsorships were changed; typos, etc. A question was raised about where does it fit within the policy manual? There is a section in the board manual and it should go there. The Secretary will sign and date it for the record. Need an index, policy numbers – to be worked on.
Motion to accept the Naming Policy-Jim moved, Velda 2nd - approved

New Business:

- Status of Facility Initiative. Property line update. (Jerry/Caroline) – slide presentation on the Antioch issues (PPT attached to these minutes). There are encroachments on the alley by the "Maples" building. The Village has approved the alley vacation, but after 3-4 meetings with Antioch there is no agreement of how to divide the alley yet. The center is asking for some equity – (slide 4). The center's position is:

- Antioch should agree to the lot line as proposed;
- Antioch should give a permanent easement for use as parking for YSSC vehicles;
- Antioch pays all legal, survey and recording fees.
- Antioch remove/reroute all utilities under YSSC property by end of 2025.
- Antioch remove navigation sign at corner of Livermore and E-N College by end of 2025.
- Antioch must have a plan for ongoing external maintenance of contiguous structures.
- Antioch must secure open doorway and contiguous structures.

There was discussion about how costs of survey, recording fees and removing and rerouting all utilities. Realtor Sheila Dunphy for Antioch is supposed to get that information for the college. The Village required an agreement before Antioch can sell off the parcel they intend to sell.

- Conceptual design -April 2 from 2:00-5:00 architects will review options for the building with board and facility committee; also have updated space usage study and revised it down under 12,000 – destination TBD –
- Feasibility Study – several board members have been interviewed
- Current Financial Picture – submitted as a written report

On another note, Mazu's patio is on our current property – Kurt is aware of it. He wants to share the expense of the survey. The issues would have to be resolved before we sell the building. (The alley was vacated and split between YSSC and Emporium some years ago.)

• Review of ad hoc committees – when do the committees expire?

Ad Hoc Committees

- Village Voices • Luan Heit, Anna Hogarty, Diane Chiddister, _____Need a Board member – **Tabled to next meeting**
- Capital Campaign: Wayne Gulden, Jerry Sutton, Jim Johnson, Bruce Bradtmiller, Sharon Newhardt, Malte Von Mattheissen, Brianna Ayers
- New Facility Committee : Jerry Papania, Richard Zopf, Tom Degenhart, Linda Mates
- Shuttle/Van Committee : Robert Libecap, Roger Reynolds, Susan Alberter, Steve Bujenovic
- Board Website – hosting, configuration & content : Ven Adkins, Velda Martin & Susan Alberter – this could go away as a committee when the overhaul is done

Ven asked if all the Board members are up for reelection – yes.

Look at bylaws for the committee names and be consistent– Fund development/fundraising, Finance/Finance and Budget committee for instance. Committees should review the policies for each standing committee and bring any updates/changes to the board; add Ven back to the Finance Committee.

When sending committee reports to Ven, please send them in pdf form.

Motion to Adjourn at 6:27– Sue moved, Velda 2nd , passed

Respectfully submitted, Sue Augustus Secretary