

ACC Board – REVISED February 2023 Meeting Minutes

February 9, 2023

CCS Great Room 10:00 – 11:30am

The meeting was called to order by Heidi Bruch and by ACC President Helen Santucci. Helen Santucci conducted the opening prayer.

1. Approval of the January 2023 Board meeting minutes.
 - a. Tara O'Connor requested a review and discussion of the fifth bullet re the Endowment Funding Review Committee meeting summary. The second sentence was not clear.
 - b. The Board reviewed and discussed the paragraph summary, and concurred that the second sentence should be modified as follows: "The Committee is considering new guidelines re committee members going forward."
 - c. Helen and Linda also clarified that any guidelines considered will be approved by the Board.
 - d. The January minutes were approved with the fifth bullet, second sentence modification.
2. Mary Roddy discussed the Treasurer Report.
 - a. Handouts were provided at the meeting: the ACC Balance Sheet and ACC Profit and Loss YTD Comparison (both as of 1/31/2023).
 - b. Mary discussed an issue regarding Payroll: details are arriving late. Heidi will work with Mary regarding this.
 - c. February: Mary is expecting some Circle fundraising project dollars as well as Labor of Love auction.
3. Proposed Bi-Law Terminology Changes were discussed.
 - a. The Circle category of "in-active" will change to "alumni". Maureen Britt will work with Helen Santucci to create this name change update for membership vote in May.
 - b. Maureen also provided an overview of the process timing for this proposed Bi-Law verbiage change to be completed and ready for vote in May.
 - c. Tara O'Connor recommended that the focus for the verbiage change be on "member" and not "Circle".
 - d. Heidi will send out an email to all Circle chairs – a request to discuss this with their Circle members and gather feedback.
 - e. The Board will review the feedback and vote at the April meeting. The general membership to vote at the May meeting.
 - f. The Board also discussed future review of "inactive" verses "supporting" members, and the gap in terminology for: the member in an active Circle who chooses to take a break (yet still pays dues etc.), with the intent to return to the Circle at some point.
4. CTC moving to Spring 2024/Grant funding implications: Helen and Tara:
 - a. In the past, CTC preparation and work created a very busy Spring and Summer.
 - b. Recognize that there tends to be quite a few competing fundraisers in the Fall.
5. ACC President's Letter:

- a. Helen Santucci shall be sending the Annual President's letter to membership soon. The Fiscal year 2021-2022 will be presented. Will show clearly where ACC receives its dollars for grants/endowment. CTC usually makes 63% of money provided.
 - b. Endowment/Grant funding still 50/50
6. Eric Green, ACC accountant: invitation for him to present at a Board meeting.
 - a. He is available either March or April. The Board decided on the March 9 meeting.
7. ACC Annual Outstanding Service Award (OSA) – initiated for the first time 2022.
 - a. The first awardee was Stephanie Read
 - b. The Board will choose the 2023 OSA awardee.
 - c. Circle Chairs will receive a form to fill out with a request for nominee(s) suggestions.
8. Labor of Love Auction 2023:
 - a. Dates are 3/12-19/2023. Circle items are due March 1st.
 - b. Each Circle member expected to provide a \$25 donation. Or Circles can pool together to provide an item of greater value.
9. ACC Website Update:
 - a. Heidi provided an overview and showed on her computer key steps of navigating from: Member; to Password; to Circle Documents; to Circle Chair Documents....
 - b. The next step is a new database for ACC. "Little Green Light" software for nonprofits should be considered.
 - c. Circle Chairs do need to review the links and input updates if needed (member data)
10. Membership:
 - a. Tara is the contact person: tarademick@gmail.com; cell 206-234-3697
 - b. Details remain the same as last month's summary:
 - Let Heidi Bruch know if there is a new member to your Circle, as Helen sends the member a President's letter.
 - a member profile form needs to be filled out and sent to Heidi.
 - c. Also, a key goal is to provide information for placement in Parish bulletins. This was done two years ago but covid caused a pause. This should be initiated this again as all the needed materials have already been developed.
 - d. The Board also suggests that Circle members conduct presentations at their Parishes at the end of Mass.
 - e. Plan is still to host a Spring 2023 new member event to welcome new members and new Circles; and to continue to encourage Circles to recruit new members.
11. May 11th Annual Meeting and Luncheon:
 - a. Change of location: ACC has changed the location to Broadmoor Golf and Country.
12. Additional Details: Reminder re Trivia Night at Fatima – February 25, 2023. Cost is \$50/person.
13. Next Board meeting: Thursday March 9, 2023; 10:00-11:30 am CCS (upstairs) Great Room.