MINUTES OF
BOARD OF DIRECTORS MEETING
OF
JUNIOR ACHIEVEMENT OF THE PALM BEACHES & TREASURE COAST, INC.

THURSDAY, April 19, 2018 AT 8:00 AM
Teleconference

ATTENDED
Michael Becker
Steve Bevilacqua
Pete Bozetarnik
Joey Davis
Dr. David Christiansen
Dr. Mary Ann DuPont
Trey Fogg
Gary Hennings
Dena Kennedy
Stuart Klein
Stephen Lenehan
John McGowan
Ryan Thompson
Carla Thrower
Mark Veil
Mark Wade

NOT IN ATTENDANCE
Ken Carter
Arty Falk
Curtis James
John McGowan
Melissa Nash
Michael Percy
Ellen Regnery
Welsonne Renoir
Glenn Schanel
Michael Sims
Michelle Tierney

STAFF ATTENDANCE
Claudia Kirk Barto
Rachel Ramos

I. Welcome Pete Bozetarnik

Pete Bozetarnik called the meeting to order at 8:03 a.m. Claudia took role and indicated a quorum was present.

II. Minutes of the Board Meeting of March 15, 2018 Pete Bozetarnik

Pete Bozetarnik asked for a motion to approve the minutes of March 15, 2018. Motion was made by Mark Veil, seconded by Ryan Thompson. All in favor, none opposed. March 15, 2018 minutes were unanimously approved.

III. Committee Reports

A. Finance Mark Veil
Financial Statements:

**Balance Sheet:** End of March – Currently we have $219,000 in cash versus budgeted $217,000 in cash. Total Assets; $347,000: Accounts receivables; $120,000 which is primarily the Farris Foundation for $100,000 and Lake Worth CRA monies for $15,000. We are in the negative in liabilities and that's mostly due to prepaid credit card balances. Total net equity is at $338,000.

**Profit & Loss:** Revenues to date for the 9 months ended March 31, 2018, totaled $689,000 versus budget of $746,000, resulting in a $60,000 short fall. Nothing has changed in individual giving or corporate giving. We are under and Foundations, half of that is Loxahatchee club which we budgeted for but did not get this year. Special events are at a $19,000 deficit, but we have the Caribbean Wind event coming up next month. Grant Income is at $32,000 which is mainly the CRA money. Grant income is under by $25,000, of which $10,000 is timing of PrimeTime reimbursements. There are a few grants that we're still waiting to hear back from. In expenses, we have budgeted $730,000 versus actual of $705,000, so we're under about $25,000. Salaries are under about $58,000. Program and program support are over about $34,000; we are servicing a lot more kids so that is driving our costs up. For the nine months we budgeted a profit of $16,000 we are actually at a loss of $19,000, the difference is about $35,000. Caribbean Wind is our last major fundraising event.

Pete Bozetarnik asked for a motion to approve the March financials. Motion was made by John McGowan, seconded by Dena Kennedy, all in favor, none opposed. The March financials passed unanimously.

B. Development

**Great Give:** We are focusing now on the Great Give which is April 24th. There was a link for the Great Give in the last weekly update that was sent out to all the board members. We are asking every board member to either raise, contribute, or donate a minimum of $56 to that event. $56 may sound like an odd amount, however it equates to the cost per student. Also, $56 multiplied by the number of board members we currently have will add up to a lot of money.

**Caribbean Wind:** Caribbean Wind is fast approaching its May 12th at the Rybovich Marina. Prior to Caribbean wind, we will have a Lilly Pulitzer event at the Gardens Mall. You will be able to Shop from 4 to 8.

**Play 4 JA - The Brain Bowl:** If you'd like to join us that evening we Play 4 JA bowling event is garnering a lot of attention this year it's going to be
June 2nd we have Otis Elevator Lockheed Martin and Halie Shaw as companies that are going to be participating in this event.

**Planned Giving:** We will be sharing more with you soon regarding Planned Giving. Planned Giving provides an opportunity to include JA in your will.

**Circle of Influence Luncheon:** Circle of influence luncheon is coming up soon, you will be hearing more information, and it is championed by Michael Becker. This luncheon will allow us the opportunity to share our story with some focused individuals who may not know what we do in our community. The development committee is looking to pin down the date with Don Remey. Thank you to those who have indicated that they are interested in joining that committee.

**Board Retreat:** Dena reminded everyone that our board retreat is coming up, and we would love to have a great turnout this year. It's scheduled for May 18th and will be held at the Ibis Country Club. Jackie Dant our Senior Vice President of Operations from JA USA will be facilitating.

**Grants:** We have out are about $200,000 so hopefully some of those will come through before our fiscal year ends

Claudia added that she wanted to recognize Rachel for her work with the grants for our new grants we have a higher return rate of about 35%.

Rachel stated that a LOI went out to the Jim Moran Foundation who happens to support JA of South Florida. We received a call from their grant compliance manager who had a questions and seemed very interested. We are scheduling a conference call with their executive director and grant compliance manager soon. We're excited about this conference call because this could indicate that they are interested in our proposal. As you know, next year will be the end of our Farris funding for the JA Pivot & Pitch. We had a site visit a couple of weeks ago regarding the youth service department grant. We were able to get through the first level but then we were phased out of the funding. They just reopened the RFP this year and it's due in May for education support which will be for our JA Job Shadow and our JA Launch Lessons. I think it is a really strong proposal and I'm excited about it. We have expanded our reach with student numbers in Hobe Sound therefore, we wrote an LOI to the Hobe Sound Community chest. We have 85 students currently and there's a potential to increase it by 500 student.

C. Brand

Claudia stated that the website is up and running with the ability to take donations and ticket sales. Also, Q give is linked to the Play4JA Bowl-A-
Thon. The website was built by two students from Inlet Grove that were here at the JA office working on the site during winter and spring break. In regards to social media, we have a interactive presence on Instagram we take a lot of fun photos of our team of our volunteers of the students just out and about. We post quite a bit however, it will be very helpful if you like us and retweet us on social media.

D. Education

Rachel Ramos

Dr. Christiansen stated that he is going to serve on the board until June and then he's going to pass the mantle on to another leader in the school system. Dr. Christiansen stated that he's enjoyed the last couple of years serving on the board of JA and making a difference. The two goals that he had when he joined the board was to increase programming footprint and establish an MOU with the school district. Dr. Christiansen stated that he and Claudia have been working with Superintendent Fennoy to make sure we have a strong representative from the school district on the JA board.

Rachel stated that JA BizTown has been moved to about 36 schools this year. Our server weighs a lot, so the BizTown staff is excited that JA BizTown will be moving to a cloud operating system. There are updates to the curriculum and f technical changes that the staff needs to be well versed in. In two weeks, Brittany is going to the JA BizTown Town conference in Denver to learn about the changes. The knowledge she will obtain from the conference will help her to able to cross-train everyone here. This will be very helpful in having a seamless integration when we start back up in September. We have preliminary clearance from the district to access their WiFi. Due to the changes, these factors were incorporated in some of our grant proposals. Moving forward we will probably need about 15 new laptops and about 5 tablets for JA BizTown. Rachel continued that, we are going to wrap up the year above our goal of 25,000 students, a 15% increase. Our goal next year will be to increase the number of middle school students programming.

Claudia added that we are working on a new kiosk with the South Florida Science Center for JA BizTown. May 9th, MAD Scientists will be honored at the PBC school board meeting. We encourage the board members to attend.

Rachel stated that JA Pitch is next Wednesday and it is open to the public. We sent out quite a few save the dates and reminders. We've invited several members of the community that could potentially be funding sources for us. We are happy to have Dr. Joseph Lee from the school district, LeAnne LeBanz and several other entrepreneurs serve as our judges for this event. This will be at the Kelsey Theater in Lake Park it will start at 5pm until 8:30pm.
Pete he wanted to thank Dr. Christiansen be half of the entire board and executive committee for the remarkable strides and rebuilding an excellent relationship with the district.

E. Board Development

Pete Bozetarnik

Pete Bozetarnik stated he wanted to give the new board members Carla Thrower and Stuart Klein the opportunity to introduce themselves and talk about why JA is important to them.

Carla stated that she is originally from South Carolina and is a mom of three daughters. She currently lives in Delray Beach Florida and has been a CPA for the past 25 years. Carla added that she was part of Junior Achievement in high school, and when she graduated she realized that she was interested in giving back. Carla stated that she feels passionate about molding the young people into people who make good business decisions and teaching them to be good business leaders. She hope to make a good impact.

Stuart stated that is an attorney and has been practicing for over 30 years. Presently he is with the Wagner Law Group. Most of his work has been in planning and real estate. However, he also has a strong corporate background, specifically in telecommunications and healthcare. Stuart stated that the reason why he was interested in joining the board was because he has taught classes on and off the last 30 years college and has found that teaching is enormously important and enjoyable. Stuart added that he has been on a number of nonprofit boards therefore he hopes that he can add some constructive input to the JA board.

F. Governance

John McGowan

John McGowan stated that we are still working with the employee manual. He and Claudia met with John Foley to go over the manual. John made a couple of changes which Claudia has forwarded over to JA USA. JA USA sent the manual back with a couple of corrections. Currently we are in the process of correcting those things. Hopefully next month will have all of that updated.

Claudia added that we will be having election of officers coming up, we have a vacancy in the executive committee and we’ll vote on that next month. Claudia also thanked Michael Becker and John McGowan for their willingness to serve on the Board.
G. Audit Committee

Gary Hennings stated that the request for proposals have been sent out to seven CPA firms; the due date for return and response is May 3rd. At the board retreat on May 18th, we plan to present the results of the RFP and make a selection of the audit firm so that we can start that at the year-end. Gary thanked the committee for their input.

H. President’s Report

Claudia stated that our staff is really doing a great job of taking advantage of the training opportunities. Brittany is going to the JA BizTown training in Denver, a couple of months ago Kaitlyn participated in a JA USA Leadership program, and Rachel will also participate in that same leadership program soon.

Claudia also stated that we are making some changes within the staff and their roles. We were excited to welcome a new development person however, she chose to stay at her current position. We will keep you updated on the changes in the coming months. Claudia stated that she attend the Presidents Round Table in Clearwater last month. We are moving into 2019, a main topic of conversation at the meeting was the 100 year anniversary of JA as well as how to engage alumni. The campaign that we are planning to launch is 100 years -100% ready which talks about kids being 100% ready for the real world.

Two new exciting different relationships are currently cultivating include the Basketball academy in Riviera Beach with Rick Stone as well as, the Cre’von LeBlanc foundation.

Regarding JA Academy, Claudia stated that they went into the meeting not knowing the level of engagement that Superintendent Fennoy had with JA. However, we discovered that Superintendent Fennoy oversaw the hiring of the first principal at the first High School in the Metro Atlanta area Superintendent Fennoy was intimately involved, he mandated that we maintain the efficacy of the program. We’re targeting five high school to bring the JA Academy into.

IV. Old and New Business

A. JA National Leadership conference will be in July. There are two staff members that will be recognized at this conference for years of service. Kaitlyn Hood has been with us for 5 years and Tommy Williams has been with us for 10 years.

V. Adjourn
Pete Bozetarnik asked for a motion to adjourn. Motion was made by Dr. Mary DuPont, seconded by Gary Hennings. All in favor, none opposed, meeting was adjourned at 8:58 a.m.

Minutes recorded via: iMeet and transcribed by: Viviana Duplan

Date: April 26, 2018

Signature: _________________________________

Board Secretary Approval: Print Name _____________ Date: __________

Signature: _________________________________