



May 13, 2021

MINUTES

A meeting of the Executive Board of the COMMUNITY SERVICE ASSOCIATION (CSA) was held on Thursday, May 13, 2021 via Zoom. The meeting had been rescheduled from its original date of May 6.

1. **Welcome and Call to Order:** Board Chair Wilson called the meeting to order at 4:08 PM.
2. **Approval of Minutes from March 18, 2021 Board Meeting:** A motion (Wood/Hafermann) to approve the minutes from the March 18 Board Meeting as presented passed unanimously.
3. **Financial Reports for March and April 2021:** Ortler presented the March and April bank statements and reconciliation reports. A motion (Wood/Vaccarino) to accept the Financial Reports for March passed unanimously. A motion (Hafermann/Vaccarino) to accept the Financial Reports for April passed unanimously.
4. **Budget 2021-22:** Ortler shared the projected budget for 2021-22, as he had during the March meeting. With the decline in District employees' contributions the overall pool of funds for 2021-22 will dip below \$100,000, which causes the administrative overhead expenses to constitute more than 15% of the budget. Ortler stated that for a nonprofit that is cause for concern, and that the Board should look at both increasing revenue and decreasing expenses. In this projected budget Ortler kept overhead expenses the same as the 2020-21 year and decreased Board grant allocations in order to balance the budget. This decreased grant allocation amount will be used in the grant allocation process in the May and June meeting.
5. **2020-2021 Board Grant Allocations:** Ortler shared a spreadsheet in which each row showed a current grant applicants, the income of grant applicant, the amount requested, the proposed purchases, the proposed Board grant from the subcommittee reading on March 18, and previous years' grants for that applicant. Wilson proceeded through the pages of the spreadsheet and board members suggested increasing, deleting, or decreasing the proposed Board grants. When all grants had been reviewed and the grand total was still within budget, Wilson proposed that Board members review the spreadsheet and do a final reading at the June Board meeting.
6. **Round Table** Wilson thanked all Board members for their insight and discussion during this long meeting in order to make the decisions on the distribution of grant monies. Wilson invited members to form a subcommittee to address how to increase CSA membership and how to increase contributions of current CSA members.

The meeting was adjourned at 6:34 PM.

John Ortler, Secretary/Treasurer

CSA Board of Directors Meeting

December 10, 2020

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PRESENT: Archard, Bryant, Ehm, Einspar, Hafermann, Vaccarino, Wilson, Wood

EXCUSED: Hahnlein, Smith