

NORTHEAST OPPORTUNITIES FOR WELLNESS

Board of Directors Meeting Minutes

Wednesday, November 11, 2020 - 7:00 PM

Present: Gene Michael Deary, Josh Longiaru, Maria Thomas, Joe Couture, Allan Rawson, Kathie Rawson, Jeff Rawson, Troy Gladu, Dave Lavoie, Valentine Iamartino, Christine Collins, Sarah Wolfbug, Tayler Shea, Olivia Shabenas, Talia Botelho

1. **Call to Order** – Gene Michael Deary called the meeting to order at 7:03 PM
2. **Approval of September Minutes** * - Gene Michael referred to the November meeting minutes, which were sent for review prior to the meeting. Josh Longiaru made a motion to approve the minutes as presented and the motion was seconded by Troy Gladu. The members present voted in favor and the motion was approved.
3. **Executive Committee** (*Next meeting 12.08.20 at 7:00 a.m.*)
Update on 4 Goals for 2020 – *Branding, Development, Succession, Scholarship*
Executive Director Departure & Transition Plan – Sarah noted that there had been discussions with the Executive Committee members regarding next steps. Sarah had been working weekly with Tayler Shea to provide information to her to help with the transition. She added that she felt confident with the plan the Executive Committee will be recommending to the board.
 - **Director of Programming & Operations – Tayler Shea** * - After brief discussion, this agenda item was moved to the end of the agenda to be discussed in Executive Session.
 - **Director of Development** – Sarah shared that, at the recommendation of the Executive Committee, she had spoken to Pat Hedenberg about the position. Pat responded that she would review the description and will get back to Sarah with her thoughts and an answer.**ECSU Intern Update** – Sarah noted that the fall intern, Talia Botelho will finish in the coming weeks. Tayler added that Talia has been working with her for the last several months on outreach and clinics. Gene Michael thanked Talia for her time with NOW. Sarah also shared that she had been contacted by a potential winter intern, Tayler has followed up and there are plans for an interview in the coming week.
Other Business – N/A
4. **Finance Committee** (*Next Meeting – TBD*)
Treasurer's Reports for September & October*- Gene Michael referred to the reports for September and October which were sent with the agenda prior to the meeting. A motion to approve the reports as presented was made by Allan Rawson. The motion was seconded by Troy Gladu. The members present voted in favor and the motion was approved.
Paycheck Protection Program Update – Maria noted that the NOW accountant, Dan Santos has advised to wait on applying for loan forgiveness.
2021 Budget – Maria is in the process of finalizing the budget. She is waiting on some additional info from Tayler on Programming items and expects to send the proposed budget to the board of directors in the coming weeks.
Other Business – Maria noted that there was one item on her reports that she wanted to clarify. She had made a donation to Birdies for Charity on behalf of bankHometown. The bank then sent NOW a donation in the same amount so that Maria could be refunded. Both Sarah and Maria signed the check to reimburse Maria to ensure the process was transparent. Gene Michael thanked Maria for the additional information.
5. **Fundraising and Marketing Committee** (*Next Meeting – TBD*)
NOW in Motion Month of Miles – Sarah shared a final report on the virtual event, which was more related to programs, than a fundraiser. 174 participants and over 12,000 miles collectively walked, run, and hiked in one month. The members present discussed the event and what worked well; it was agreed that this can be a fundraiser in 2021.
Grant Updates – Christine discussed the current spreadsheet, which had been shared with members prior to the meeting. 17+ grants applied for in 2020, more than any other year. Christine noted that she was pleased with how the committee worked on grants.
2021 Events & Planning – Sarah noted that she was in the process of contacting committee members to see who would stay on for the new year and would encourage committees to meet in the coming months to discuss and plan for 2021.
Other Business – N/A

6. **Facilities Committee** (*Next Meeting – TBD*)

Field Updates – Troy provided an update on Logee Field; Liverpool International Academy has been using the field for their fall season, which will wrap up early due to COVID-19. Total amount paid to NOW at just under \$1,000. Troy added that there was a Soccer Clinic with Plainfield Youth Soccer at Blackwell Field in October. Allan continues to work on the new field, with approximately 4 days left of work. He expects a spring finish with grating and topsoil and seeding in September. Allan will be meeting with an engineer soon.

YMCA Update – Sarah noted that Amanda Kelly and Doug Nakashima want to meet with Gene Michael and Allan to discuss a formal partnership with NOW regarding clinics/programs/scholarships. Amanda had also confirmed with Sarah that NOW can have office space at the YMCA. Allan noted that timing has ultimately worked out regarding the building in light of the pandemic; we are fortunate NOW was not deeper into the project when COVID-19 hit.

Other Business – N/A

7. **Governance Committee** (*Next Meeting - TBD*)

- **Proposed Revisions to By-laws *** - Jeff reviewed the recommended changes to the By-laws from the Governance Committee: establishing alternate directors, revising term limit language, and officer positions. A motion to accept and adopt the revisions to the By-laws was made by Josh Longiaru. The motion was seconded by Troy. The members present voted in favor and the motion was approved.

2021 Slate of Officers * - Jeff read the slate of officers for the 2021 term:

- **President** - Joshua Longiaru
- **Vice President** - Troy Gladu
- **Treasurer** - Maria Thomas
- **Secretary** - Christine Collins
- **Immediate Past President** - Gene Michael Deary

A motion to accept the slate of officers as presented was made by Christine Collins. The motion was seconded by Troy Gladu. The members present voted in favor and the motion was approved.

2021 Slate of Directors * - - Jeff read the slate of officers for the 2021 term:

- **Director – 6 Years:** Pat Hedenberg, Allan Rawson, Kathleen Cerrone, Valentine Iamartino, David Lavoie
- **Director – 4 Years:** Gene Michael Deary, Joshua Longiaru, Joseph Couture, Kathleen Rawson, Troy Gladu
- **Director – 2 Years:** Jeffrey Rawson, Christine Collins, Russell Haines, Christine Rukstela, Maria Thomas
- **Alternate Directors:** Laura Dunn, Cliff Dunn

The members briefly discussed Pat Hedenberg and if she decided to accept the Director of Development position. A motion to accept the slate of directors as presented was made by Allan Rawson. The motion was seconded by Josh Longiaru. The members present voted in favor and the motion was approved.

8. **Programming Committee** (*Next Meeting 12.09.20 at 6:00 p.m.*)

Programming Coordinator's Report – Tayler spoke about fall outreach and plans for new and updated programs in the community (see full report for more details).

- **Fitness & Nutrition Outreach** – Christine Collins suggested contacting the Northeast Early Childhood Council and offered to help make the connection. She noted they would be a good resource for getting information out to families and other agencies. Christine also questioned how NOW could celebrate Deb Spinelli and recognize her for her 300 wins. The members discussed options, including the 2020 NOW Annual Report.
- **Clinics** – Tayler shared that she is actively working with the YMCA to plan clinics in December and into 2021. She added that she is excited about the partnership and proposed creating a newsletter to keep

Programming Committee members and board members updated on outreach, clinics, and programs. The members present were enthusiastic about Tayler's proposal.

2020 Scholarship Review – Sarah shared that NOW had provided \$2,570 scholarship funds, year-to-date. Partners included Griffin Youth Hockey, Quest Martial Arts, Plainfield Little League, and Neconn Soccer Club.

Other Business – Allan thanked Tayler for her work and added that this was the exact kind of outreach he had envisioned when NOW was founded.

9. **Executive Session** – A motion to go into Executive Session was made by Jeff Rawson and seconded by Christine Collins at 8:17 PM. A motion to go out of Executive Session was made by Josh Longiaru and seconded by Troy Gladu at 8:27 PM.
 - A motion to approve Tayler Shea as the Interim Executive Director of NOW starting on November 30th was made by Jeff Rawson. The motion was seconded by Allan Rawson. All members present voted in favor and the motion was approved.
 - Allan Rawson made a motion to schedule a short meeting to mark Sarah's departure and Tayler's official start as Interim Executive Director for Monday, November 30th at 7:00 PM on Zoom. The motion was seconded by Troy Gladu. All members present voted in favor and the motion was approved.
10. **Next Meeting** – *Monday, November 30, 2020 at 7:00 PM.*
11. **First 2021 Board of Directors Meeting** – *Wednesday, January 13, 2021 at 7:00 PM*
12. **Adjourn** - A motion to adjourn was made by Troy Gladu at 8:30 PM