

FRIENDS OF NAVAJO COUNTY ANTI-DRUG COALITION, INC.
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EIN: 26-0468100

Board Meeting AGENDA
Tuesday March 22 –3:30pm zoom

Join Zoom Meeting <https://us02web.zoom.us/j/82660425564?pwd=SXlOQnpacU5FVVVsRUIKblc1aXBmZz00>

Jason Mulder-**President /Business Owner**
Beth Schimmel- **Secretary /JLA Director**
Brenda Sherwood– **Treasurer/Auctioneer-Realtor**

Meeting Called to order @ 03:30pm

Attending Board Members: Jason Mulder, Brenda Sherwood, Beth Schimmel, Mike Simpson

Attending Non-Board: Vicky Solomon, Julee Sherwood

Jason Mulder/President – Welcome. THANK YOU All for your time! Jason Mulder is happy to be here, and drug prevention is near and dear to his heart and excited to be here and help.

Introductions: Brenda Sherwood, Beth Schimmel, Mike Simpson, Julee Sherwood

A Board Member needs to sign Executive Director’s timesheets for past months- Julee will get to Brenda for signatures.

President Jason Mulder:

MOTIONS:

1. Review/Approve Current Financials (sent prior to Board Meeting to review). Beth motioned and Jason Mulder 2nd the motion. Approved.

Executive Administrator Julee Sherwood AUDIT UPDATES – See attached worksheet.

- Printed all Reconciliation reports for each month along with Bank Statements and keep with receipts.
- Director Signing all Bank Statements and Reconciliation Reports
- Created and implemented Vacation and Time Off Request
- W9 forms for 1099 Vendors printed and filed
- Implemented procedure for Monthly financial information to be sent out to Finance Team. Board member must sign off on financial information and this is being tracked and kept via email if a board member isn’t present.
- Timesheets approved by director and then emailed to Executive Administrator for payroll processing.
- Signature stamp only used when Director signs second form of financial expense (ie: check, financial request, or receipt)

Executive Director Vicky Solomon UPDATES:

- Update on Banking – Wells Fargo – NO GO; Keep current BBVA switching to PNC bank – GREAT customer service, working on getting signature card for Jason & Brenda. Getting Vicky new debit card. Julee working on getting credit card to protect account.
- Update on Grants – SACLAZ, HCIC/BCBS, AHCCCS, TISAPP, TITLEII, DFC8 (156,250 In-kind until Oct 2022 then 225,000)
 - Update on all Staffing/Team Members: Vicky Solomon, Julee Sherwood, Cheyenne Layton, Stacey Heath, Becky Belnap, Lucy Hamblin & Destiny Hall- Please look at the attached BIO’s on Nexus Staff. GREAT GROUP!

President Jason Mulder: Thank you for all that everyone is doing and commends all the work. Question about matching. What does the board need to do to help contribute to the matching? We will be sending an email to him that he can in turn send out to his network and to help contribute to the matching, In-Kind.

Beth Schimmel/Secretary and JLA Director – Talk about After School JLA vs Summer JLA – This year’s plans – BRUSD is doing after school. Snowflake is going to do Summer JLA and Whiteriver is doing Summer JLA. Beth explained what JLA is and how it helps the kids and how it’s so great to see the change in the kids during the program.

President Jason Mulder - Jason doesn’t have anything else to say. Brenda also willing to contribute to the raising of funds for the

For the good of the order:

Adjourn/Time: 04:11pm

FUTURE MEETING DATES quarterly: Jun, Sept, Dec – 2nd Wed 3:30pm if works for everyone

Foundation of Friends of the Coalition is **Board Development and Board Commitment**. Recruitment, Engagement, and Development are key with the Board. Time, Talents, Treasures all the skills-knowledge needed, as “all three save lives.”