

**Building Bridges Youth Farm
Board of Directors Meeting 04/17/2017 @ 6:00 pm**

7365 Esplin Way, Flagstaff, AZ 86004

Meeting Minutes

- I. Call to Order the Meeting
 - Meeting called to order: 6:10
 - Board Members in attendance: Stephanie Stress (Treasurer), Julia Gilmore (Vice President, Alyssa Dennison (President)
 - Administration Members Present: Kira Blair (Program Director)
 - Board Members in attendance via phone conference: None
 - Absent Board Members: None
 - Community Members Present: None

Open Meeting Discussion

- I. Call to the Public
 - a. None
- II. Executive Director's Report
 - a. Kira working on finalizing partnerships with AZ Children's Association and CFSS.
 - b. CFSS has concerns about the MOU and possible HIPPA violations. Kira is going to talk with them and look into a HIPPA compliance class.
 - c. Waiting to finalize partnership with AZ Children's Association about finalizing client total and pricing.
 - d. DiMiguel has contacted Kira about a program for special needs kids. Still unsure of what type of program they would like. Questions include: How many kids? Transportation? How many sessions? Pricing?
- III. President's Report
 - a. Alyssa to hold off on talking to Victim Witness Services and handing out fliers
 - b. Also hold off on handing out fliers at work due to possible conflict of interest
- IV. Vice President's Report
 - a. Two rescue ducks have been added to the farm
 - b. Julia is waiting to hear from her veterinarian about the possibility of taking on the farm animals.
 - c. Julia will start feeding the animals nightly on Mondays, Wednesdays and Fridays to take some of the chores off of Kira and Steph
 - d. Julia also to feed the animals Saturday April 22
 - e. Julia also to talk to Mary about clipping Cowboy's hooves when she is on the farm during the weekend

- V. Treasurer's Report
 - a. \$200 donation from Miz Zips
 - b. \$250 donation from Mike and Rhonda's West
 - c. Total in the account: \$1,891 minus \$1,000 for a shed. Board needs to determine if we will buy or build a shed, cost to be about the same either way. ***Kira to check into building shed vs. buying shed
 - d. Quickbooks donated by Stress businesses. Steph to work with the program for the learning curve
 - e. Steph talked to a lady who organizes cornhole tournaments. She offered tips: Time limit on games, items to sell, monitor games, blind draw for teams ***Alyssa to donate speaker w/microphone, ***Julia to reach out to Catfish for possible donated boards
- VI. Review the signage of the Board Member Manual and the proposed Strategic Plan
 - a. Board Member Manuals not available at this meeting, tabled until next meeting on May 1

Action Items

- I. No action items

Closing

- I. Adjournment
 - a. Motion to adjourn by Julia Gilmore, Second by Stephanie Stress
 - b. Meeting adjourned at 6:43