

Girl Scouts of Greater Mississippi
Board of Directors Meeting Conference Call
Tuesday, September 29, 2020 10:00 am

Members in Attendance: Gloria Johnson, Chair, Lauren McGraw, Betty Mallett, Sarah Palmer, Secretary, Candie Simmons, First Vice Chair, Jennifer Hall, Laura Hearn, Barbara Travis, Robin Robinson, Treasurer, Dan Robinson, Janice Brown, Janice Touchstone, Cindy Hollingsworth, Steve Seale, Charlotte Seals, Kearn Cherry, Connie Moran

GSGMS staff members: Becky Traweek, Pam Britt, and Sarah Edwards.

Members Absent: Wanda Russell, Ron Mumbower.

The meeting began at 10:00 a.m. by Gloria Johnson, Board Chair.

Candie Simmons made a motion to approve the consent agenda. It was seconded by Jennifer Hall. There was no discussion. Passed unanimously.

CEO Report – Becky asked all members to sign the conflict of interest statement and return to her.

GSUSA and Diane Belk have invited all board members and staff to a virtual meeting on October 3. She is a big donor to Girl Scouts of the USA, and her story is remarkable, starting with her years in Girl Scouts as a child to her college days, being the first female to graduate with an engineering degree from Mississippi State to her involvement with Girl Scouts at the national level. We hope everyone gets a chance to join.

Becky reminded everyone that tomorrow is the last day of our fiscal year. If you have not yet made your contribution, please do so now. Remember, it is not the amount. It is the participation. We need 100% participation from the Board.

The staff will be all working back in offices as of October 5. Troops have begun meeting again. We are working on plans and guidelines for troops to return to camp for overnight visits.

Becky is working with our National Council delegates to prepare them for the business discussions and votes that will be taken.

COO Report – Sarah went over numbers provided in packet. She also reported on the virtual recruitment plans and upcoming product sale notes. She talked about the challenges COVID and school schedules and restrictions have presented in recruiting girls this year.

Finance Report – Robin Robinson, Treasurer, thanked Pam for her work in preparing the budget and handed the meeting over to Pam. Pam referred to the budget materials in the packet. The beginning of our fiscal year is October 1.

We had an excellent year 2019-2020 as far as the budget goes. We were able to finish our cookie sale before any quarantine. We had the biggest cookie sale we have ever had, selling 1,000,080 packages (?). In light of COVID, though, we have been on many planning meetings with GSUSA and all agree things will definitely be different due to COVID-19. We feel it is necessary and prudent to reduce the operating budget for 2020-2021 by 9%. This will be done mainly in personnel. We have a few positions vacant due to attrition and one that will go from full time to part time.

We have trimmed cookie sale projections, but it is still our main source of revenue. We are budgeting 910,000 boxes of cookies sold. Cookies will remain at \$4 and \$5 for the upcoming sale.

Our capital needs and improvements are on hold for the most part. We are completing an upgrade of our computers, as they are needed for staff productivity and effectiveness.

Pam asked for a motion to approve the budget as presented. Robin made the motion. Since it comes from a committee, no second is needed. There was minimal discussion. The motion passed unanimously.

This is the time of year that United Way proposals are submitted. Robin moved that United Way proposals submitted by management have the approval of the board. Sarah Palmer seconded the motion. There was no discussion. The motion passed unanimously.

Pam then reviewed August financials. Because of COVID, there were no program expenses or income after March 17, like camp or council trips for girls, etc.

We will end September with significant excess due to receiving \$300,300 in Payroll Protection Program funds. Currently it is recorded as a liability but once the “forgiveness” program begins and the amount is forgiven, it will be on the books as a donation in FY2021.

On our balance sheet, we have a 9.5 month reserve. GSUSA has always stressed a 9 month reserve, so we are in very good shape regarding that.

Robin moved on behalf of the Finance Committee that the August financials be approved. Since the motion comes from a committee, no second is needed. There was no discussion. The motion passed unanimously.

A presentation was made by Regions bank to move from manual checks to automatic clearing house. It is how we handle the cookie sale payments. This would be for checks going out for recurring payments with most vendors. Controls remain in place.

Robin moved on behalf of the finance committee that we move forward to have payments handled through automated clearinghouse. Since the motion comes from a committee, no second is needed. The motion passed unanimously.

Gloria congratulated the staff and committee on its’ fiscal responsibility.

Executive Committee Report – the committee met by email on confidential matters regarding staff.

Gloria made a recommendation that we prepare volunteers and staff for cookie price increases well before that time comes.

Gloria asked if there is any other business. There being no other business, the meeting was adjourned.