

East Berlin Area Community Center
Board Meeting Minutes
Monday, November 25, 2024

The meeting was called to order by Vice-President Heyser at 7:05pm.

Present: Sherry Brown (East Berlin Borough/President), Robin Heyser (Reading Township/Vice President), Jack Krenitsky (Washington Township/Secretary), Jennifer Stefanik, Treasurer (Member-at-Large), Sam Leese (Paradise Township), Karen Wire (Paradise Township), Rob Blandy (Reading Township), Robbie Teal (East Berlin Borough), Laura Baker (Abbottstown Borough), Dennis Posey (Abbottstown Borough), Lori Sherlock (Hamilton Township), and Ryan Groft (Hamilton Township). Also in attendance Pamalee Lady (Operations Manager), Alice Bosley (Bookkeeper) and Chris Orndorff (Fitness Center Manager).

Absent: Mark Malinowski (Washington Township),

Motion to approve November 2024 agenda by Sherlock and second by Blandy. Motion carried.

Public Participation: None

Motion to approve October 28, 2024 minutes by Baker and second by Heyser. Motion carried.

Committee Reports:

- Project 22 Report – Heyser
 - Heyser reviewed the Steering Committee Statement:
 - EBACC’s Capital Campaign Steering Committee is responsible for fundraising and building relationships for a campaign. They identify, cultivate and solicit prospective donors and volunteers. They are EBACC’s public ambassador for the campaign in the community, personally and at public events. This committee is made of advocates, supporters and community leaders who individually and collectively can help make the campaign successful and will serve as a brain-trust that helps conceive and discuss opportunities and thinks through and solves challenges as they arise.
 - Heyser reviewed the Motto and departments of Capital Campaign
 - Name: Reaching For the Stars
 - Motto: The Brightest Stars are those who Shine for the Benefit of Others
 - Parts & Definition:
 - Project 22 – anything pertaining to the property i.e. mortgage, utilities, clearing of property, traffic
 - Building Our Dream – anything pertaining to the building i.e. plans, furnishings, build
 - Bringing Our Dream Alive – anything pertaining to operations i.e. staff, programs
 - Discussion of the EBACC name: Tabled for future discussion by EBACC board

- Naming options for different rooms, departments for the capital campaign to be considered as the funding is received
- Finance Report
 - Review of Funding Profit and Loss to date by year
 - Review of 2025 Budget Proposal – Board to approval at November meeting
 - Discussion of grants being on the budget without being in the works for the current year
 - Grants are projected up and above the expenses. The expenses are covered by actual grant income projected.
 - The budget is estimates and are based on historical and future goals
 - Review of the three year Budget - looking ahead to lessen the timeline for the campaign
- Review for the first draft of the Gift Range Chart - *Attached File*
 - Discussed options of the gift range chart - *-Attached File*
 - Stock options
 - Endowments
 - Donations
- Governmental updates:
 - Senator Casey – Election will determine his continued support. McCormick will be an option to contact if this position changes
 - Senator Fettermans’ Funding update – Will be providing a letter of support that will be included with future grants and funding.
 - Funding may be an option later in the campaign
- Architectural Plans updates – *Attached File*
 - Square footage of planned space – *Attached File*
- Auxilia Donor Software Update
 - Purchased and staff training has begun
- Grants, Applications, and Programs updates:
 - LSA State Grant – First this grant was to be used for supplying the new fitness center with equipment but they do not extend by years. Currently applying for replacing current Fitness Center equipment. \$500,000 available
 - RACP Grant - \$750,000 with matching monies. Designated for infrastructure and utility hook-up capabilities at 1.5 million. This grant has been in the works for the past two years
 - USDA – Loan at 3.78% - Consideration when closer to the halfway goal mark. This loan could increase visibility to the public to raise more funding faster. Monthly mortgage payments would not begin until building is completed but interest payments would incur during the construction. Very little monies available for grant opportunities.
 - Campbell’s Grant – \$20,000 - Submitted statement for eligibility and waiting for approval for submission of grant

- Additional funding opportunities:
 - PA Neighborhood Assistance Program is based on approved corporations to back up this funding. This is up to a 90% tax credit for the organizations. Must apply to be illegible for these opportunities. 2024-25 will be the time to apply after being approved. Mission based companies to be targeted.
 - Private/Corporate Applications
 - Tax Assistance programs are up to 90% tax rebate as well, must be based on K-12 grade and possible Kinder-Ready programs. Still being researching for these opportunities by DAZA
 - Other Programs are in the works by DAZA and will be brought to each meeting when being applied for.
- Discussion of the EBACC name: EBACC board input will be discussed in the future
- Naming options for different rooms, departments for the capital campaign to be considered as the funding comes in

- Finance Committee
 - Stefanik presented the October Treasurer Reports. Motion by Baker and second by Heyser to accept the reports. Motion Carried.
 - Stefanik presented the 2025 budget. Motion by Posey and second by Blandy at approved 2025 budget. Motion carried.

- Fitness Center – Orndorff
 - Programs and Classes:
 - Group classes in session
 - Exploring a possible future kickboxing class
 - Fundraisers:
 - “Donation Jug” is set up
 - Giving Spree advertised
 - Advertisements:
 - Giving Spree forms are posted on the main bulletin board and a sign has been placed at the fitness center entrance
 - Personal Training:
 - Active sessions: 8
 - Packages sold in September: 1
 - Total revenue for September: \$210.38
 - Equipment and Facility:
 - Membership Appreciation will be held in November
 - Working with FitOn program representative to let insured members know about next year’s coverage changes
 - Staffing – no changes from previous month

- Memberships:
 - 69 Silver Sneaker/Tivity members had 308 visits in August bringing in \$633.50 of revenue
 - 4 Ashlink members brought us \$91
 - We had 33 RenewActive members that brought us \$770 in the month of August
 - Currently we have 150 active paying accounts in September which is 1 more than last month,

62 Single	40 Family	16 Seniors	32 Students
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- Ways and Means
 - Activities & Events
 - Upcoming Events
 - 12/7 Christmas Bazaar
 - 12/10 Cookie Walk
 - 12/13 Christmas Festival
 - 12/23-31 Office & Thrift Shoppe Closed
 - Retail Sales
 - October Thrift Shoppe -- \$6,026.40 revenue
 - October Indoor Yard Sale -- \$2,630.00 revenue
 - Wholesale Jewelry -- \$3,985.00 revenue
 - Kitchen - Wire
 - October Indoor Yard Sale -- \$1,531.50 revenue
 - Carvers Show -- \$2,687.75 revenue
 - Banquets – South Western 50th Reunion \$1,272.00 revenue; Healthy Adams County \$600.00 revenue
- Building & Grounds Report – Krenitsky
 - Gymnasium Floor Update: The East Berlin Borough still has not made a decision will be voting on repairing the floor in the gym by next board meeting
- Personnel
 - Program Coordinator – new position
- Marketing & Promotion – Sherlock
 - Winter Newsletter has been distributed
 - Block/Banner ads were purchased to promote the Christmas Bazaar and Christmas Festival
- Nominating Committee
 - Motion to approve revised duties of the Treasurer in the By-Laws by Posey and second by Baker. Motion carried.

- Motion to approve slate of 2025 officers – Sherry Brown, President; Rob Blandy, Vice President; Lori Sherlock, Secretary; and Robin Heyser, Treasurer – by Brown and second by Posey. Motion carried

Municipalities and Borough Reports: None

Old Business: None

New Business: None

For the good of the organization

- Stefanik reports more tires stored on the Rt 194 property have been sold
- Brown will be contacting Board Members regarding 2025 committee assignments.

Next Meeting – January 27, 2025 at 7:00pm. Zoom available

Motion by Baker and second by Sherlock to adjourn at 7:50pm. Motion carried.

Respectfully Submitted,

Sherry Brown, President