

Board Meeting Minutes

October 14, 2025 / 5:30pm / Teams Call

ATTENDANCE: Melissa Kelley, Lindsay Crist, Laura Beauchesne, Bridget Kane, Jennifer Flint (Deanna Dockey – LOA)

I. Call Board Meeting Open Session to Order at 5:33 P.M. by Melissa Kelley

II. President Updates

a. Vote: Festival of Trees Application for the Salvation Army

- a. New Member is asking the Board to vote for the League to sponsor and provide the \$200+ incentives. Michele Meredith would purchase the ornaments and decorations for the tree herself, and will also gather some members to decorate the tree. Would need to come out of a general line on the budget.

Motion: I, Melissa Kelley, make a motion for the League to sponsor and provide the \$200+ incentives. Michele Meredith would purchase the ornaments and decorations for the tree herself, and will also gather some members to decorate the tree.

Second: Bridget Kane

Discussion: Laura Beauchesne will add a general line item to the budget for this, which has been done in previous years.

All in Favor: Yes, Motion Passes

b. AJLI 40 under 40 Nomination

- a. The Board decided to start putting in a collective nomination to add to the nominations that are hopefully received in addition from the general membership.
- b. The Board would like to nominate Jordan Brininger. We think her dedication to her hospice work is important work that she does in the community. The energy that is being put into stocking the pantries around town has been really heartwarming and inspiring to others, which other League members have also noticed.

c. Annual Dinner

- a. Melissa Kelley has been in communication with Jaime Lariviere, who's chef at the Pub is working on a menu and pricing. Laura Beauchesne did some research, and this is not a tax-exempt event.

d. Celebrity Bartender Night

- a. Planning this event for June. No new updates to add.

- e. JLW Ornaments for State of the League Thank You to Chairs/Board
 - a. Lindsay Crist has some options to have these made as a gift for our Leadership Team. We may then offer to sell them as a small fundraiser to the rest of the General Membership.

- f. JL Scholarship for WAHS
 - a. Draft Award Description: This award honors a college-bound young woman who has earned a minimum 3.5 GPA, demonstrates strong leadership skills or the potential to further develop as a leader, and is actively involved in community service. She exemplifies academic excellence, dedication to others, and a commitment to making a positive impact in both school and community.

 - b. Motion: I, Melissa Kelley, make a motion to create a Junior League of Williamsport Graduation Award for the Williamsport Area School District with the criteria stated above.
Second: Lindsay Crist
Discussion: The Board agreed to start this year with a \$250 award, with the above criteria for the winner. Melissa would then begin the process with Williamsport Area School District.
All in Favor: Yes, Motion Passes

III. Treasurer Updates

- a. Audit – Erin Smith is willing to donate her time to help us complete an audit for the 2024-2025 League year, in good faith. This Board and previous Boards have researched outside organizations to complete an audit for us, but we either cannot afford it or they will not audit an organization of our small size. The plan is to have this completed by the April GMM to be presented to the General Membership.

- b. Travel Draft Policy – Laura Beauchesne is working on this.

- c. Northwest Banking Transition
 - a. Need to link GiveSmart and Stripe (AJLI) payment platforms into the new account. PayPal is linked, but only to the money market savings account.

- d. Sales Tax Exemption Letter – submitted to the state

- e. Sponsorship Update:
 - a. Geisinger - \$2,000
 - b. First Quality Tissue - \$500
 - c. International Development Corporation - \$1,000
 - d. Members 1st Federal Credit Union - \$500 (still need check)

- e. Service 1st Federal Credit Union - \$1,500
- f. FCFP Updates from Kristen Lorson (from an email)
 - a. FCFP guides the philanthropic gifts of donors by investing and administering funds to charitable programs and purposes via grants, scholarships, endowments and more.
 - b. Ways to give now: cash/credit, appreciated assets, gift of property, real estate, EITC
 - c. Ways to give later: bequests, charitable trusts, charitable remainder trusts, gift annuities, IRA's, life insurance
 - d. FCFP is dedicated to providing transparent, careful stewardship of donors' gifts. Investment and spending policies support current, as well as future, grantmaking and administrative needs, while ensuring the inflation-adjusted spending power of the Foundation's charitable assets over time.
 - e. Advantages: professional stewardship, maximum charitable deductions, permanence, flexibility
 - f. Currently our asset values are over \$170,000,000 with a 1-year return of 12.77% and a 5 year return of 6.73%
 - g. We have awarded \$5,346,428 in grants and \$349,236 in scholarships
 - h. Currently, Junior League holds two endowments with FCFP.
 - 1. Organization Endowment that holds \$6,228 (created in Nov 2002)
 - 2. Individual Endowment (endowment began with a personal gift) of \$15,499 (created in May 2004)
 - i. From my understanding, FCFP allowed JL to create these endowments with an expectation that they would continue to invest in them each year. FCFP has actually even granted a distribution from them each year to show good faith. At one point, JL would mail the dollars back to FCFP to reinvest but that has not occurred in many years.
 - ii. Typically, donors are able to pledge a total (or make one payment) of \$25,000 (minimum endowment gift)

over a 5-year period. This allows your grantmaking to be impactful.

- iii. We need to bring our funds current, which will take some time for us to fulfil.

- B. A discuss was had regarding the benefits and drawbacks of having these accounts and potential options for the money. Laura Beauchesne is going to follow-up with Kristen Lorson at FCFP to schedule a meeting in January for us to discuss our accounts and learn what we can do to maximize the benefits.

IV. New Member Updates

- a. New Member Applications – 0 from September 8, 2025 – October 6, 2025
- b. New Members to be Voted
 - a. Melissa Jackson as of 11/1/25
 - b. Lindsay Harner as of 11/1/25
 - c. Motion: I, Melissa Kelley, make a motion to vote the following members from provisional to active status effective 11/1/25: Melissa Jackson and Lindsay Harner.
Second: Laura Beauchesne
Discussion: Michele Meredith has communicated that both members will have completed all of the new member requirements by that time. Lindsay Crist will then communicate to the New Member committee chairs the final vote and effective date.
All in Favor: Yes, Motion Passes

V. Nominating Updates

- a. 40 under 40 Nomination – see above
- b. Executive Leadership Training: January 22nd – 24th, 2026 in San Antonio, TX
 - a. For those stepping into Board Leadership positions to prepare for the upcoming League year
 - b. Motion: I Melissa Kelley, make a motion to select 2 members who are board leadership bound within the League to attend the Executive Leadership Training: January 22nd – 24th, 2026 in San Antonio, TX, as this conference is for those stepping into Board Leadership positions to prepare for the upcoming League year.
Second: Bridget Kane

Discussion: It was agreed that selecting 2 members for this conference was ideal. Lindsay Crist will then communicate to the Nominating committee chair the final vote and will initiate a discussion with their committee to select and begin asking prospective members to attend.

All in Favor: Yes, Motion Passes

VI. Community Committee Updates

a. Committee Member Involvement

a. Overall, across committees, involvement and participation has been poor. Melissa Kelley is going to look at the numbers for who has attended community service events in comparison to our membership as a whole. The Board discussed about working with Nominating to make calls to our active members (especially those who haven't been around) to make sure our members are okay and look at barriers to participation. Lindsay Crist to discuss completing these calls with Nominating and make a plan. It was also discussed to start next League year with the Secretary tracking member requirements to hold members accountable to their agreement to be part of the League, as we have numerous members who only pay dues and don't participate in anything else. Technically, these members are not in good standing.

b. A follow-up survey from the October GMM will be completed at the November GMM to look at barriers to participation.

1. What kind of membership engagement/social events do you want to see?
2. What kind of community service events do you want to see?
3. What has prevented you from attending social and volunteer events this League year?

b. Restructuring Baby's 1st Book / CodeRed.Period

a. Due to poor member participation, adding a hands-on component to both projects is not feasible at this time. As a League, we need to look at how we can still execute these projects, and ensure they are manageable for our members. Laura Beauchesne to follow-up with Siri Matos, regarding the financials with Baby's 1st Book.

c. Board and Community Co-Chairs Meeting

a. It was decided that our November Board Meeting will be with the Community co-chairs to finalize the action plans for both projects, look at where they are at, and what changes need to be made. The previous Board has provided discussion points to work through these action plans.

VII. Number of Service and Social Events per Month



- a. The Board discussed that due to decreased membership participation, that Membership Engagement and Community would only have one event per month. This will be communicated at the State of League in January.
- VIII. Schedule Next Board Meeting –Bridget Kane will send out a doodle poll to the board and Community co-chairs to schedule.
- IX. Melissa Kelley, President, adjourn the Open Board Meeting at 7:34 P.M.