

## **March GMM Agenda**

March 2, 2026 @ The CAC Capitol Lounge  
6:30 P.M. Social Time, 7:00 P.M. Meeting

**Attendance:** Lindsay Crist, Laura Beaschene, Melissa Kelley, Amanda Philips, Molly Garczynski, Shelly Bailey, Erin Smith, Bridget Kane, Kristen Kaderli, Kristin Thomas, Karen Retorick, Lindsey Harner, Rhoda Sawyer, Bryn Stork, Jessica Naughton, Katelyn Smith, Amy Resh, Carrie Brown, Kaite Musheno, Ashley Adomiak, Ann Workman, Suzanne O'Driscoll, Rose Thomas-Sarno, Amanda Gresh, Melissa Jackson, Lizzie Wodrig, Katie Coffey, Michele Meredith, Jodi Wolesslagle, Jamie Brininger, Jordan Brininger, Stefanie Allison, Adwoa Boahene, Angela Mitcheltree, Sara Metz, Sustainers: Peachie O'Connor, Jennifer Flint, Mary Holstein (We currently have 54 active members. There were 35 active members in attendance. We needed 33 active members in attendance for a quorum.)

I. Melissa Kelley, President, called the March GMM to order at 7:02 P.M.

a. **Motion for Approval for February GMM Minutes**

I. Melissa Kelley, motion to approve the February GMM Minutes.

Second: Bridget Kane

Discussion: None

All in Favor: Yes, Motion Passes

II. **2<sup>nd</sup> Readings / Voting**

a. **Nominating**

i. **2026 – 2027 Board of Directions**

1. **I, Jamie Brininger, move to nominate the following slate as the Board of Director officers for the Junior League of Williamsport for the 2026-2027 League year.**

- a. President – Lindsay Crist
- b. President Elect – Laura Beauchesne
- c. Secretary – Lizzie Wodrig
- d. Treasurer – Amy Resh
- e. Community VP – Siri Matos

Second: Kristin Kaderli

Discussion: None

All in Favor: Yes, Motion Passes

ii. **2026 – 2027 Committee Placements**

- a. **Next Steps:** In the late spring, committee chairs will be reaching out to their committees to begin the planning and transition process for the new League year.

2. **Membership Engagement**

- a. **Co-Chairs:** Ashley Adomiak/Rose Thomas-Sarno
- b. **Committee Members:**



# JUNIOR LEAGUE WILLIAMSPORT

- i. Ann Workman
- ii. Paige McDonald
- iii. Suzanne O'Driscoll
- iv. Elizabeth Sauers
- v. Michele Persun

### 3. New Member

- a. Co-Chairs: Jamie Brininger/Jordan Brininger
- b. Committee Members:
  - i. Jodi Woleslagle
  - ii. Katie Coffey
  - iii. Melissa Jackson
  - iv. Brittney Dent

### 4. Fund Development

- a. Co-Chairs: Amanda Phillips/Molly Garczynski
- b. Committee Members:
  - i. Carrie Brown
  - ii. Shelly Bailey
  - iii. Mackenzie Poretta
  - iv. Jessica Tagliaferri
  - v. Erin Smith
  - vi. Stefanie Allison
  - vii. Rebecca Schweikart
  - viii. Alyssa Bailey
  - ix. Heather Williamson
  - x. Nancy Qiu

### 5. Community

- a. Co-Chairs: Katelyn Smith/Amanda Gresh
- b. Committee Members:
  - i. Amy Kreger
  - ii. Karen Retorick
  - iii. Bryn Stork
  - iv. Jessica Naughton
  - v. Kristin Thomas
  - vi. Lili Crum
  - vii. Sara Metz
  - viii. Shannai Karren

### 6. Marketing and Communications

- a. Chair: Rhoda Sawyer
- b. Committee Members:
  - i. Angela Mitcheltree
  - ii. Lindsey Harner
  - iii. Kristin Kaderli
  - iv. Adwoa Boahene

**7. Nominating**

- a. Chair: Jodi Wolesslagle
- b. Committee Members:
  - i. Amanda Phillips
  - ii. Kristin Kaderli
  - iii. Stefanie Allison
  - iv. Laura Beauchesne

**b. Treasurer**

- i. 2026 – 2027 Budget – See Attached Handouts

1. **I, Laura Beauchesne, make a motion to approve the budget 2026-2027 League Year as it is presented.**

Second: Amy Resh  
Discussion: None  
All in Favor: Yes. Motion Passes

- ii. Endowment Fund

1. **I, Laura Beauchesne, make a motion to maintain our Organizational Endowment account with First Community Foundation Partnership (FCFP) and bring funding to the minimum amount required by FCFP, currently \$10,000, over the next two League years.**

Second: Erin Smith  
Discussion:

- We have two accounts with FCFP. One is personal and the other is organizational endowment account (underfunded, grandfathered-in)
- \$6,200 in the endowment account and we need to get that to a balance of \$10,000. Every league year for the next 2-3 years, we need to put in \$1,000-\$1,200 to get to the \$10,000 minimum needed to be in the account.
- Any funds that we would get from Raise the Region will go into this account.
- The money in this account will be for scholarships, other non-profit donations, etc.
- Other alternatives: pull funding, put it into a vanguard account.
- We can always revisit next League year.

All in Favor: Yes, Motion Passes

- iii. Audit – See Handout

1. Erin Smith completed an Audit for our finances.
  2. There were no abnormalities found. Her only advice is that we make sure you have documentation to support all expense transactions, and put as

much detail as possible into memos/description fields. When we submit receipts, be as precise as possible. If the new treasurer needs any help with Quickbooks training, Erin is willing to help, as it's the accounting system I use for work.

iv. 2026 – 2027 Dues

1. Please pay dues for the upcoming League year. The online link might say 2025-2026, but it still works.

c. Fund Development

i. 2026 – 2027 Fundraisers

1. **I, Amanda Phillips, make a motion to have two primary fundraisers with the option of an additional third fundraiser, as determined by the Fund Development Committee, for the 2026-2027 league year.**

Second: Stefanie Allison

Discussion: The primary fundraisers we endeavor to hold are the Holiday Auction and Dueling Pianos, dependent on if Dueling Pianos is a successful event in the 2025-2026 League year. In the event that the financial goal is not met, then the committee may institute another fundraiser of the committee's choosing.

All in Favor: Yes, Motion Passes

ii. Dueling Pianos

1. As of this date: 140 people attending
2. Corporate sponsors and tables are sold out.
3. We are doing 50/50 and no raffle baskets.
  - a. Please sign-up on ME, as there are 45-minute time slots to help with 50/50.
4. We are allowed to bring in our own small snacks. We have 6 weeks to go until the event.



d. Community VP

i. 2026 – 2027 Projects

1. **I, Bridget Kane, motion that we continue Baby's 1st Book project for the 2026-27 League year.**

Second: Laura Beauchesne

Discussion: Baby's 1<sup>st</sup> Book has been a successful project, well received within the community and has allowed the League to

form lasting partnerships with organizations like UPMC Williamsport Hospital, Otto Bookstore, and James V. Brown Library. The Junior League of Williamsport (JLW) aims to foster early childhood literacy and family bonding by providing a book to every newborn at the UPMC Williamsport Hospital. This initiative seeks to create a lasting impact on the community by encouraging reading from birth. This initiative is a meaningful step toward enriching the lives of children and their families, fostering a culture of literacy and connection from the very start. This project has the potential to be expanded to other local hospitals in our area and other non-profit organizations that work with families and children.

All in Favor: Yes, Motion Passes

**2. I, Bridget Kane, motion that we continue the CodeRed. Period project for the 2026-27 League year.**

Second: Amanda Phillips

Discussion: CodeRed. Period initiatives are community-driven efforts aimed at combating period poverty by providing free menstrual products to students and underserved populations, ensuring access to essential hygiene items. Through this initiative, The Junior League of Williamsport (JLW) aims to address period poverty by providing essential period products to schools in Lycoming County. This year CodeRed has expanded to include 13 schools in Lycoming County, with the potential for additional schools to be added later this year. The Community Committee is also exploring a partnership with the Girl Scouts to make the project more sustainable and encourage student involvement.

All in Favor: Yes, Motion Passes

**III. Membership Requirements**

**a. The Board proposed the following and opened discussion lead by Lindsay Crist:**

**i. Dues – Stay the Same**

- 1. Provisional/Active: \$125**
- 2. Sustainer: \$65**

**ii. Financial Obligation – Stay the Same**

- 1. Provisional/Active: \$25**

**iii. Volunteer Hours**

- 1. Committee Members – 10 Hours**
- 2. Leadership Positions – 6 Hours**

**iv. Number of GMMS to Attend**

- 1. 60% of GMMS**

- v. Number of Committee Meetings to Attend
  - 1. 60% of Committee Meetings
- vi. Signed Member Acknowledgements – Should be signed at the beginning of each League Year
  - 1. Operating Agreement
  - 2. Strategic Plan
  - 3. Bylaws
  - 4. Confidentiality Agreement
  - 5. DEIB Plan
  - 6. Travel Policy
  - 7. Photo Release
  - 8. Grievance Policy
- vii. Active Members will be charged \$10 per hour or per percentage missed as an additional payment at the end of the League year, for any of the above requirements not met.

- Nominating would be the ones checking in on members that are not as active. Possible collaboration with the Secretary who would be tracking requirements.
- Overall sentiment to the idea is positive. We need to make sure we are transparent from the start of the League year regarding the expectations. These will be included in the Operating Agreements, which the Board will finalize. This information will also need updated in the New Member Packet.

IV. Raise the Region – Lindsay Crist

- a. Friendly reminder to ask your work if they match any donations to non-profits.
- b. There are yard signs if anyone is interested.
- c. Challenges for Raise the Region to Keep an Eye On!

i. Wednesday, March 11 –

- 1. **6:00-6:30pm:** Make a \$25 gift in the first half an hour and your gift is entered into a drawing towards a \$1,000 prize
- 2. **6:15pm:** \$50 gifts made at 6:15pm will be matched \$1:\$1

ii. Thursday, March 12 –

- 1. **6:01am:** \$50 gifts made at 6:01am will be matched \$1:\$1
- 2. **11:00am:** Every non-profit with at least 10 unique donors by 11am will be entered into a drawing for \$1,000
- 3. **7:16pm:** \$100 gifts made at 7:16pm will be matched \$1:\$1

iii. Largest increase from 2025 to 2026

- 1. 2025 numbers: 18 donations/\$950 raised

V. JLW Office Move – Lindsay Crist

a. Help Needed! – Sign-Up in ME

- i. 3/8 @ 1 – 6pm
- ii. 3/14 @ 1pm (if needed)

1. The CAC is expanding the conference room on the 3<sup>rd</sup> floor into our current JLW office.
2. We have 30 days to remove our items from the office. We can keep items in the closet for now, but it may not be accessible during the renovation.
3. We can store our items in a location on the 4<sup>th</sup> floor until December 2026.
4. We have paid rent through March 2026, and the CAC is not expecting any further rental payments while our items are being stored.
5. Our previously scheduled Capitol Lounge meeting dates will remain valid through December 2026, and they will waive all room rental fees for those events. We would only be responsible for beverage sales during the meetings.
6. After December 2026, if we wish to use the lounge, the standard rental rates will apply.
7. We may use our CAC mailing address until the end of November 2026.

b. Changes for the meeting space are not reflected in the budget because we just learned about this over the last week.

c. Any ideas on where we should move GMMs or suggestions for spaces, please reach out to Lindsay Crist.

VI. Annual Dinner

- a. Must RSVP by May 7<sup>th</sup>, as we cannot add meals after that date.



VII. Additional Items

- a. Leadership Transition Information due by May 21<sup>st</sup> at Annual Dinner to Lindsay Crist.
- b. New Trail Fundraiser Summer Kick-Off Event – Lindsay Crist
  - i. June 21<sup>st</sup> (Father’s Day) – League members are okay with still holding it this date.
- c. Swag Sale – Amy Resh
  - i. This information was shared in the March Leaglet
  - ii. You can save on shipping at check out by selecting the option for JLW pick-up.
  - iii. March 15<sup>th</sup> is the last day to order.
- d. Woman of the Year Application – Jamie Brininger
  - i. The Nominating Committee is accepting applications for this award given at the annual dinner. Please place your submissions on ME.
  - ii. Deadline: March 3<sup>rd</sup> - April 20<sup>th</sup>
- e. Executive Leadership Training Conference Debrief
  - i. Lizzie Wodrig and Rose Thomas-Sarno attended
  - ii. AJLI Initiative: Thrive 125, is asking everyone to increase recruitment and active members.
  - iii. A SLBI conference is in the works for October. It is recommended that we send a member(s).
  - iv. AJLI will be sending us the slides from the conference, but the main take aways are:
    1. Recruit intentionally
    2. Retain & engage our members (active and sustainer)

VIII. April GMM

- a. Monday April 13<sup>th</sup> – 6:30pm Social Time, 7:00pm Meeting
- b. Speaker and Demonstration Event hosted by the Membership Engagement Committee

IX. There is no May GMM.

X. Leadership Lycoming – Karen Retorick

- a. Applications are on the Chamber of Commerce website
- b. Applications are open now and due April 17th

XI. Winners of the Raffle Drawing: Michele Meredith, Lizzie Wodrig

XII. Melissa Kelley, President, adjourned the March GMM at 8:22 P.M.

**Budget for 2026-2027 League Year**

<u>Group/category</u>	<u>2025-2026 Proposed</u>	<u>2025-2026 Actual (thru 2/8/26)</u>	<u>2026-2027 Proposed</u>
<b>Income</b>			
Dues (Active and Sustainer)	\$12,445.00	\$11,304.99	\$12,445.00
Dues (Provisional)	\$1,250.00	\$813.01	\$1,250.00
Sponsorships	\$3,000.00	\$9,500.00	\$3,000.00
Fund Development			
Holiday Auction	\$15,000.00	\$16,840.95	\$15,000.00
Duelling Pianos	\$4,000.00	\$324.85	\$4,000.00
Raise the Region	\$1,500.00	\$0.00	\$1,500.00
Annual Dinner Tickets	\$2,400.00	\$231.24	\$2,400.00
General Donations	\$500.00	\$5,359.30	\$500.00
Donations Earmarked for Endowment	\$0.00	\$0.00	\$1,000.00
Interest Income	\$400.00	\$219.43	\$200.00
Endowment	\$500.00	\$0.00	\$500.00
Vanguard Acct.	\$0.00	\$0.00	\$0.00
Fund Development (Rollover from 2024-2025)	\$24,840.00	\$0.00	\$24,395.00
		0	
<b><u>Total Income:</u></b>	<b><u>\$65,835.00</u></b>	<b><u>\$44,593.77</u></b>	<b><u>\$66,190.00</u></b>

**Expense****AJLI DUES**

AJLI Dues	\$6,450.00	\$5,332.00	\$6,450.00
AJLI Dues, Provisionals	\$645.00	\$0.00	\$430.00
Small Leagues, Big Impact Dues (SLBI)	\$50.00	\$0.00	\$60.00

**DEVELOPMENT OPPORTUNITIES**

Conferences	\$8,000.00	\$3,395.48	\$10,000.00
Training	\$2,000.00	\$0.00	\$1,000.00
Non-Profit/Partner Events	\$4,000.00	\$797.30	\$2,000.00
Sponsorships/Scholarships	\$3,000.00	\$250.00	\$1,000.00
Find the Good Day	\$1,500.00	\$983.00	\$1,500.00

**COMMITTEE EXPENSES**

Community Engagement	\$9,700.00	\$238.07	\$10,000.00
Marketing and Communications	\$1,175.00	\$0.00	\$1,175.00
Nominating Committee	\$200.00	\$25.00	\$300.00
New Member Committee	\$1,500.00	\$260.55	\$1,800.00
Membership Engagement	\$2,500.00	\$1,391.08	\$3,250.00
Fund Development	\$8,400.00	\$4,792.60	\$8,200.00
100 Year Anniversary Committee	\$500.00	\$0.00	\$500.00

**RECOGNITION**

Member Recognition	\$850.00	\$1,070.93	\$1,500.00
Annual Dinner	\$2,400.00	\$164.49	\$2,400.00

**SUPPORT SERVICES**

Business Support Services	\$1,300.00	\$322.40	\$1,500.00
Endowment Fund	\$0.00	\$0.00	\$1,000.00
Postage	\$150.00	\$0.00	\$150.00
Small Game of Chance License	\$125.00	\$125.00	\$125.00
Insurances	\$1,800.00	\$1,736.00	\$1,900.00
Office supply expenses	\$300.00	\$0.00	\$300.00
Rent	\$3,600.00	\$2,700.00	\$3,600.00
Tax Filing Fee	\$50.00	\$50.00	\$50.00
GMM Expenses	\$640.00	\$603.00	\$1,000.00
Technology	\$5,000.00	\$1,424.70	\$5,000.00

**Total Expenses:** **\$65,835.00** **\$25,661.60** **\$66,190.00**

**Profit/Loss Year to Date** **\$0.00** **\$18,932.17** **\$0.00**

**SUMMARY OF FINANCIAL ASSETS**

Northwest Checking Account	\$
Northwest Savings Account	\$
FCFP Endowment Fund	\$
Vanguard Investment Account	\$

**Budget Information Sheet**

<b>Group/category</b>	<b>2026-2027 Proposed</b>	<b>What's Included?</b>
<b>Income</b>		
Dues (Active and Sustainer)		Dues are \$125 per active member and \$65 per sustaining member
Dues (Provisional)		Dues are prorated for Provisional members based on when they join during the League Year cycle
Sponsorships		Corporate sponsorships
Fund Development		
Holiday Auction		
Dueling Pianos		Project revenue for each of the fundraising events we had planned for year
Raise the Region		Proceeds from annual event that takes place in March
Annual Dinner Tickets		Ticket sales from Annual Dinner in May
General Donations		
Interest Income		Through Northwest Bank
Endowment		Through FCFP
Vanguard Acct.		
Fund Development (Rollover from 2024-2025)		Line to balance the budget each year
<b>Total Income:</b>	<b>\$0.00</b>	
<b>Expense</b>		
<b>AJLI DUES</b>		
AJLI Dues		Dues are \$43 per member, whether Active or Sustaining, paid annually
AJLI Dues, Provisionals		Dues are \$43 per Provisional member, paid annually
Small Leagues, Big Impact Dues (SLBI)		A subgroup of AJLI to which the JLW belongs
<b>DEVELOPMENT OPPORTUNITIES</b>		
Conferences		Several AJLI conference throughout the year where we send members
Training		Local training programs
Non-Profit/Partner Events		Includes Chamber of Commerce PM Exchanges JLW sponsors other community events, notably YWCA Women of Excellence and Women's Empowerment Conference
Sponsorships		
Find the Good Day		
<b>COMMITTEE EXPENSES</b>		
Community Engagement		
Marketing and Communications		
Nominating Committee		
New Member Committee		Costs incurred by each committee during the League Year to support its initiatives.
Membership Engagement		
Fund Development		
100 Year Anniversary		
<b>RECOGNITION</b>		
Member Recognition		Includes drink tickets at GMMs, etc.
Annual Dinner		Cost of annual dinner
<b>SUPPORT SERVICES</b>		
Business Support Services		Changing name to business support services to include notary filing fees, other business fees
Endowment Fund		
Postage		
Small Game of Chance License		Required for events in state of PA (i.e. 50/50 raffle, wine wall during auction)
Insurances		Maintain (2) different insurance policies for the League as a whole
Office supply expenses		
Rent		Monthly cost of \$300 for JLW office in the CAC and for use of Capitol Lounge for GMMs
Tax Filing Fee		Fee incurred annually
GMM Expenses		Bartending services for GMMs
Technology		Includes fee for Member's Essentials, website domain name, use of Microsoft Office Suite and GiveSmart auction platform
<b>Total Expenses:</b>	<b>\$0.00</b>	
<b>Profit/Loss Year to Date</b>	<b>\$0.00</b>	
<b>SUMMARY OF FINANCIAL ASSETS</b>		
JSSB Checking Account		These lines will contain the checking and account balances on the last day of the month
JSSB Savings Account		
FCFP Endowment Fund		These lines will contain the balance information in our investment accounts from the last reported statement (quarterly)
FCFP Account		
Vanguard Investment Account		

To the Board of Directors  
Junior League of Williamsport, PA

### **Opinion**

I have audited the accompanying financial statements of the Junior League of Williamsport, PA ("League"), which comprise the statement of financial position as of league year 2024-2025, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the League.

### **Basis for Opinion**

I conducted the audit in accordance with Generally Accepted Auditing Standards. I am independent of the League board and have fulfilled my other ethical responsibilities in accordance with the relevant ethical requirements relating to the audit.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for the audit opinion.

### **Responsibilities of Management**

Management is responsible for the preparation and fair presentation of these financial statements and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibilities**

My objective was to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with applicable auditing standards will always detect a material misstatement when it exists.

The procedures selected depend on the auditor's judgment, including the assessment of risks of material misstatement of the financial statements.

Respectfully submitted,

Erin Smith