

Agenda for the Fall Board Meeting of ChicoryLane Foundation

(Open to the Public)

Date: Thursday, November 14, 2024

Time: 6:00 – 8:30 PM

Location: Penns Valley YMCA Program Center

115 Streamside Pl.

Spring Mills, PA 16875

1. Call to Order and Roll Call

- Presenter: John B. Smith, Chair
- Confirmation of quorum
- Review of meeting agenda

2. Approval of Previous Meeting Minutes

- Presenter: Cathrine F. Smith, Secretary
- Review and approval of the minutes from the July Organizational Meeting

3. Chairperson Report

- Presenter: John B. Smith, Chair
- Brief update on key operational and strategic developments
- Status of ongoing programs and initiatives

4. Legal Issues: Meet our Legal Counsel

- Presenter: Deborah McDermott, Legal Counsel
- IRS regulations and other legal obligations especially relevant for a new organization
- Any required filings or documentation updates

5. Program Activities Updates

- Presenters: Suzy Yetter & Loanne Snavely, Co-Chairs, Activities Committee
- Review of 2024 activities and their relation to Foundation mission
- Activities anticipated or being considered for 2025

6. Financial Status Update

- Presenter: Doug Bierly, Treasurer
- Review of current financial statements, including donations, income, expenditures, and investments
- Status of any outstanding financial obligations or grants
- Discussion of financial projections and budget adjustments

7. Governance Matters

- Presenter: Thom Rippon, Director
- Discussion of transitioning to a system of staggered Board terms
- Consideration of ways to identify potential candidates for board membership - additional or replacement
- Review of any governance-related policies or procedures requiring board attention

8. New Business

- Opportunity for board members to introduce any new topics for consideration or discussion
- Discussion of any unforeseen operational challenges

9. Public Comments

- Moderated by: John B. Smith Chair
- Limited time for public attendees to comment or ask questions, with a focus on issues relevant to the board's work

10. Closing Remarks

- Presenter: John B. Smith, Chair
- Summary of meeting highlights
- Announcements of next steps or future meetings

11. Executive Session

- Presenter: Jim Zubler, Vice-Chair
- Closed session for the board to discuss a confidential personnel matter

Adjournment

Next Board Meeting: Spring, 2025 (early May, 2025)