**Beaver County Collaborative Action Network, Inc.**

**Board of Directors Annual Meeting**

**BCRC, Aliquippa, PA**

**December 4, 2019**

**Agenda**

1. **Call to Order** at 12:25 pm by Board Chair Paulette Miller
   * 1. Executive Committee Members in attendance: B. Yaworsky; R. Riley;

D. Thomas; J. Koehler; L. Scaff; P. Miller

* + 1. Absent: G. Mike

1. **Finances** were reviewed by L. Scaff as provided by the Trial Balance from Jan 1- November 30, 2019 from Community Foundation. Vote for approval and acceptance of financial condition of agency: R. Riley and J. Koehler – all in favor
   1. 1099’s for speakers, venues, coordinator hours and insurances will be produced by Community Foundation and submitted on behalf of the agency by Jan 31, 2020 in compliance with IRS regulations.
   2. Auditability of records is accepted as compliant practice by BCCAN receiving funds from BCCYS and BCBH and forwarding the funds to Community Foundation.
2. **Announcements** - None
3. **Old Business** addressed: BCCAN will continue to:
   1. Maintaining relationship with Lawrence Community Foundation

(Community Foundation of Eastern Ohio & Western Pennsylvania)

* 1. Maintaining federal 501 c3 status
  2. Review annually the management of account at CF

1. **New Business**
   1. Board members will be recruited to fill vacancy – directors who match the mission and vision of BCCAN will be asked to join the Board in 2020.
   2. BCCAN will have 10 meetings in 2020. Board will not meet in July or August.
   3. Electronic voting may be used if needed in the months of July and August in order to facilitate required business that may arise during those two months.
   4. BCCAN will maintain Directors and Officers insurance for Board members in 2020.
   5. Full BCCAN Board will be provided minutes of this meeting at the December 11, 2019 regular board meeting.
2. **Adjournment** at 12:35 pm B. Yaworsky and D. Thomas. P. Miller closed the meeting.

Next meeting: December 2020

BCBH – Beaver Falls, PA