



KCCB Board Meeting 12/3/2025

*Present – Liz, Debbie, Karin, Jim, Roger, Steve, Dana, Cindy, Kristen

*Debbie called meeting to order at 6:00pm

***Old Business** – November minutes – **Jim approved – Karin 2nd**

*Treasurer's Report – Dana let everyone know we used all grant money which is what we are supposed to do so we are standing good. **Approved Jim – Karin 2nd**

Dana updated the board that we have used all grant funds for the year 2025 except public ed funds which will be used by the end of the year as well.

Discussed Pumpkin drop site: Cindy noted that we had many requests to take pumpkins from the site this year, so we didn't have to haul many out. Drive ended and she took the fence down. Pastor Jim said they would support the drive next year as well.

*Liz led a discussion to review the Bylaws. The board approved removing Roberts Rules. Liz will update wording on following – **Board Member selection** – will be done thru an interview process, **Article V** – office of Secretary and Treasurer maybe combined if short board members, **Article 6** -payroll to be signed by EX Director and Treasurer only, **Article 4** – Roger asked to add board member term to run calendar year, **Section 4** – resign and removal of board member and removal of an Executive Director can be done by 2/3 majority vote, **Article 3** – Election of officers at June meeting, **Article 5** – section 1 to be added, **Article 6** – physical management monthly financial report to be done by Ex Director and Treasurer. Liz will update all these areas and resend to board 14 days prior to next meeting to be approved.

*Dana let everyone know that so far, we have received the cleanup grant, and we should be receiving the Public Ed grant pending one modification that she made today. She has not received any information yet on the HHW grant, waste grant or Tire Amnesty grant. NDEE grant – changed rules no longer allowing volunteer hours, therefore, we needed to present a higher cash match. The total grant must be 25% higher to receive the maximum number of points.

* Cindy let Jim know he can do one anytime year-round as he was going to have one in his area.

*New Business – Denise Makousky the Adult Community Service Coordinator called Dana and asked if we could use volunteers for Community Service, this would be a great opportunity to fill some of our volunteer needs. Steve offered to pick them up for fair if they needed a ride – Dana will be working on getting her a schedule for 2026.

*Dana shared 3 applications for the Executive Directors position – all agreed on the following:

1. Dana will call each applicant for the initial interview
2. Inform applicant of job details – including hours, lack of benefits, salary range starting at 40,000-50000 per year depending on experience of candidate.
3. Following the initial phone call/interview, Dana will set up a time for an interview with the hiring committee- Debbie, Roger, Liz & Cindy.

*The board agreed that having the position subject to a 6-month trial period would be to the benefit of both parties.

*Other New Business – Syndey will be work booth on Christmas on Main Dec 6th, Steph will be presenting lessons at St. Johns this month, and we will have Enviro Club Holiday party Dec 17th.

Meeting adjourned at 6:54 pm