

General Membership Meeting
Michigan Chapter of NAHRO
May 13, 2021

Virtual Conference

Call to Order	Zachary Fosler, President
Approval of 9/13/19 Minutes	Ashley Spencer, Secretary
Treasurer's Report	Shanda Johnston, Treasurer
Communications	Cheryl Anne Farmer, SSO
Standing Committee Reports:	
- Housing	Lee Talmage
- Community Development	Doug Fleming
- Professional Development	Sharon Carlson
- Commissioners	Gary Valentine
- Member Services/Membership	Jasmine Martin
Subcommittee Reports:	
Old Business	
New Business	
Election Results	Jim Dewey, N&E Chair
President's Report	Zachary Fosler
Next Meeting	
	September 10, 2021 Crystal Mountain Resort, Thompsonville, MI
Adjournment	

**General Board Member Meeting
Michigan Chapter of NAHRO
Minutes from September 13, 2019
Bellaire, Michigan**

1. **Call to Order and Welcome:**
President James A. Dewey called the meeting to order at 8:45 AM.
2. **Approval of 5/3/2019 Minutes:**
Review and discussion held.
A motion was made by G. Valentine and supported by L. Brookman to approve the minutes of the General Board Member Meeting held on 05/3/2019 as presented. Motion Carried.
3. **Treasurer's Report-Shanda Johnston:**
Review and discussion held regarding the MI NAHRO Balance sheet, Profit and Loss Budget vs. Actual and revenue coming from scheduled conference and Commissioner training.

A motion was made by S. Carlson and supported by A. Stephens to approve and file the Treasurer's report as presented. Motion carried unanimously.
4. **Communication – Cheryl Anne Farmer:**
None
5. **Standing Committee Reports:**
 - Housing Lee Talmage
Review and discussion was held regarding the written report issued by Mr. Talmage highlighting his written report.
 - Community Development Jim Ingles
Bruce Johnston reviewed his CR&D Report for the membership.
 - Professional Development Sharon Carlson
The General Members were reminded of the John Carroll Memorial Scholarship deadline. This is an opportunity for small agencies to be awarded a tree training.
 - Commissioners Karen Baird
None
 - Member Service/Membership Rachelle Anderson
Ms. Anderson announced that she is contacting lapsed agencies to inquire about renewing. If anyone is able to offer suggestions, topics of discussion, please reach out to Ms. Anderson.
6. **Old Business**
None
7. **New Business**
None
8. **President Report – James A. Dewey**
President James A. Dewey thanked everyone for attending the conference and morning meeting as well as Bob Carver for providing hospitality the last couple of evenings. Provided update of accomplishments over the last few months.
9. **Next Meeting: Spring 2020 TBD**

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10. Adjournment

With all section of the agenda having been reviewed and discussion held, a motion was made by L. Talmage and supported by D. Voss to adjourn the meeting at 9:18 AM. Motion Carried unanimously.

1:41 PM

05/11/21

Accrual Basis

MI NAHRO
Balance Sheet
As of May 11, 2021

	<u>May 11, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Comerica - Checking	30,955.07
Comerica - Money Market	26,626.87
Comerica Bank CD	<u>12,382.35</u>
Total Checking/Savings	69,964.29
Accounts Receivable	
Accounts Receivable	<u>1,565.97</u>
Total Accounts Receivable	<u>1,565.97</u>
Total Current Assets	<u>71,530.26</u>
TOTAL ASSETS	<u>71,530.26</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	87,800.13
Unrestricted Net Assets	-19,819.35
Net Income	<u>3,549.48</u>
Total Equity	<u>71,530.26</u>
TOTAL LIABILITIES & EQUITY	<u>71,530.26</u>

MI NAHRO
2020/2021 Profit & Loss Budget vs. Actual
 October 1, 2020 through May 11, 2021

	Oct 1, '20 - May 11, 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Advertising	0.00	0.00	0.00
Commissioner Training	3,350.00	11,000.00	-7,650.00
Fall Conference			
Exhibitor	0.00	3,000.00	-3,000.00
Member	0.00	10,000.00	-10,000.00
NAHRO Training	0.00	0.00	0.00
NonMember	0.00	0.00	0.00
Sponsor	0.00	3,500.00	-3,500.00
Fall Conference - Other	0.00	0.00	0.00
Total Fall Conference	0.00	16,500.00	-16,500.00
General Seminar	0.00	0.00	0.00
Membership Dues	2,250.00	3,300.00	-1,050.00
Miscellaneous	0.00	0.00	0.00
Scholarship	0.00	0.00	0.00
Spring Conference			
Commissioners Training	0.00	0.00	0.00
Exhibitor	200.00	3,500.00	-3,300.00
Folder Insert	0.00	0.00	0.00
Member	3,366.00	10,000.00	-6,634.00
NAHRO Training	0.00	0.00	0.00
NonMember	450.00	0.00	450.00
Sponsor	0.00	1,500.00	-1,500.00
Spring Conference - Other	0.00	0.00	0.00
Total Spring Conference	4,016.00	15,000.00	-10,984.00
Website Development			
Domain Name	0.00	0.00	0.00
Website Development - Other	6,095.82	5,000.00	1,095.82
Total Website Development	6,095.82	5,000.00	1,095.82
Website Sponsor	2,200.00	2,250.00	-50.00
Total Income	17,911.82	53,050.00	-35,138.18
Expense			
Annual Filing Fee	0.00	25.00	-25.00
Bank Charge - Misc.	48.65	103.00	-54.35
Board of Directors Expense			
Meals	0.00	1,100.00	-1,100.00
Supplies	0.00	0.00	0.00
Board of Directors Expense - Other	0.00	0.00	0.00
Total Board of Directors Expense	0.00	1,100.00	-1,100.00
Commissioner Training Expense			
Books & Training Materials	375.00	1,350.00	-975.00
Food & Beverage	0.00	600.00	-600.00
Trainer Expense			
Trainer Fee	1,250.00	2,500.00	-1,250.00
Trainer Expense - Other	490.85	0.00	490.85
Total Trainer Expense	1,740.85	2,500.00	-759.15
Commissioner Training Expense - Other	0.00	0.00	0.00
Total Commissioner Training Expense	2,115.85	4,450.00	-2,334.15
Fall Conference Expense			
AV	0.00	1,000.00	-1,000.00
Food & Beverage	0.00	8,000.00	-8,000.00
Meeting Room Rental	0.00	0.00	0.00

1:41 PM

05/11/21

Accrual Basis

MI NAHRO
2020/2021 Profit & Loss Budget vs. Actual
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	Oct 1, '20 - May 11, 21	Budget	\$ Over Budget
NAHRO Training			
Trainer Fee	0.00	0.00	0.00
NAHRO Training - Other	0.00	0.00	0.00
Total NAHRO Training	0.00	0.00	0.00
Overnight Rooms	0.00	500.00	-500.00
Speaker	0.00	200.00	-200.00
Supplies	0.00	200.00	-200.00
Fall Conference Expense - Other	0.00	0.00	0.00
Total Fall Conference Expense	0.00	9,900.00	-9,900.00
General Seminar Expense			
Food & Beverage	0.00	0.00	0.00
Supplies	0.00	0.00	0.00
General Seminar Expense - Other	0.00	0.00	0.00
Total General Seminar Expense	0.00	0.00	0.00
Hospitality Expense	0.00	700.00	-700.00
NAHRO Licence Fee	0.00	1,500.00	-1,500.00
Office General			
Credit Card Merchant Services	159.17	500.00	-340.83
Flowers/Gifts	153.27	150.00	3.27
Postage	167.01	100.00	67.01
Software	0.00	0.00	0.00
Supplies	0.00	0.00	0.00
Telephone	173.02	350.00	-176.98
Travel	0.00	0.00	0.00
Website Hosting	0.00	1,728.00	-1,728.00
Office General - Other	0.00	0.00	0.00
Total Office General	652.47	2,828.00	-2,175.53
Payroll Expenses	10,500.00	21,000.00	-10,500.00
Scholarship Expense	0.00	500.00	-500.00
Spring Conference Expenses			
AV	0.00	750.00	-750.00
Commissioners Training Exp.	0.00	0.00	0.00
Food & Beverage	0.00	8,000.00	-8,000.00
Meeting Room Rental	0.00	0.00	0.00
NAHRO Training Expense			
Trainer Fee	0.00	0.00	0.00
NAHRO Training Expense - Other	0.00	0.00	0.00
Total NAHRO Training Expense	0.00	0.00	0.00
Overnight Rooms	0.00	800.00	-800.00
Speaker	0.00	200.00	-200.00
Supplies	0.00	200.00	-200.00
Spring Conference Expenses - Other	0.00	0.00	0.00
Total Spring Conference Expenses	0.00	9,950.00	-9,950.00
Website Development Expense			
Domain Name Expense	0.00	125.00	-125.00
Website Service Fee	1,050.00	0.00	1,050.00
Website Development Expense - Other	0.00	2,000.00	-2,000.00
Total Website Development Expense	1,050.00	2,125.00	-1,075.00
Total Expense	14,366.97	54,181.00	-39,814.03
Net Ordinary Income	3,544.85	-1,131.00	4,675.85
Net Income	3,544.85	-1,131.00	4,675.85