

The Jennifer C. LePera Memorial Foundation

Meeting Minutes

Date: May 24, 2016

Attendees: Joy LePera
Susan LePera
William LePera

Meeting called to order at 6:47 PM.

Items:

- By-laws were reviewed by the Board and approved unanimously.
- Election of Officers:
 - Secretary
Joy LePera nominated by William LePera. Approved unanimously.
 - Treasurer
William LePera nominated by Joy LePera. Approved unanimously.
 - Vice-President
William LePera nominated by Joy LePera. Approved unanimously.
 - President:
Susan LePera nominated by Joy LePera. Approved unanimously.
- Monthly meetings:
 - Date and time set: Fourth Tuesday of each month, 7:00 PM
 - Next meeting: Tuesday, June 23, 2016
- IRS 501(c)(3) tax-exempt status discussed. Form 1023 Part IV narrative to be written.
 - ACTION: William to report 1023 status at the June meeting.
- Insurance needs discussed. General Certificate of Liability may be required, along with Errors and Omissions coverage for Board Members and Officers, and special one-time add-on riders for specific fund-raising events.
 - ACTION: Susan to investigate insurance needs and report at the June meeting.
- Corporation dissolution procedures to be documented
 - ACTION: William to document procedure to review at the June meeting.
- Fund-raising events discussed. Ideas included Avon, Buffalo Wild Wings fund-raising dinner night (and possibly other restaurants), Day at the Renegades, Motorcycle rides, Dutchess Rail Trail Walk/Ride, and Fish Fry
 - ACTION: Joy and Susan to investigate and report status at the June meeting.
- Design for Jennie Foundation emblem/logo was discussed. No further action at this time.

Meeting closed at 7:27 PM.


Joy A. LePera, Secretary