

GLOW Works, Inc. Board Meeting

1/15/25, 9 am at GC Career Center

Approved Minutes

Members Present: Norb Fuest, Ken DeRoller, Holly Mitchell

Guests: Jay Lazarony, Michele Nichols, Chris Suozzi, Karyn Winters, Angela Grouse

11/4/24 Meeting Minutes

- Michele noted there were changes to the minutes: Janes Olivieri is Treasurer but her company is leaving GLOW and therefore no longer GLOW WDB member and we will replace her as Treasure on GLOW Works Inc. Norb requested for Nicole or someone from Freed Maxxick to become member and Treasurer of Board and continue the work after Jay retires. No word yet. Jay will inquire when he speaks with Nicole.

Holly made the motion to approve the minutes with the presented changes; Ken seconded the motion, all members were in favor, and the motion was carried.

GLOW Works Inc. Account Information – Jay Lazarony

- Current balance = \$68,532
- Manufacturing Account = \$51,709.18
- Healthcare Account = \$14619.16
- General Funds Account = \$1,624.28
- Bottle/Can Fundraiser Account = \$579.50
- Outstanding Checks = \$74.07
- ESL Grant for Healthcare approved for \$15,000
- Coordinator payments for Manufacturing and Healthcare = \$12,500 each
- Taxes being submitted today done at pro bono with estimated cost = \$1,000
- Directors Insurance = \$922 to come out of Manufacturing Account
- **ACTION ITEM**➤ Send Christina Bakewicz, Holly Mitchell, Norb Fuest, Ken DeRoller invitation to Healthcare Kickoff Event on 1/21/25 – need to confirm time
- There are currently 2 open board member positions. Jay noted that currently 3 members but if one is to go there would not be a quorum and could not conduct business
- Norb has reached out Freed Maxick for someone to sit on the board. Jay talked with Nicole who currently does the taxes for GLOW Works as well as volunteers for GWYH and she stated she didn't know if she would have enough time." Norb discussed with Nicole as well as she will discuss with Tim to see if someone can volunteer.
- Angela noted it's important to recognize that GLOW Work Inc. is the mechanism to function GWYH and Jay has been instrumental in providing this but as Jay leaves his position, it becomes critical to function and have a Treasurer aligned to funnel funds. If Freed Maxick is unable to be part of GLOW Works, it would be a good idea to have another plan. As part of the GWYH Board, Chris could be essential part of the GLOW Works Board. Could Chris Suozzi be added to the GLOW Works Board? The more we can do to be prepared and have a succession plan, the better off we will be.
- Norb stated he will figure it out as he wants the GLOW Works Inc. member to also be a GLOW WDB member and they already have an economic development representative on the GLOW WDB.
- Jay is concerned with a new WDB Director, they will be under scrutiny as it is paid 100% WIOA funds.
- Holly suggested if it would be a good comprise be to fill one position with Chris and the other position for the Treasurer. Norb stated Freed Maxick would serve as the GC position. Jay stated that Freed Maxick could serve LC customers.

- **ACTION ITEM**> Norb will continue to work on filling this position as well as the GLOW WDB Executive Director position and it was agreed to reconvene around April.
- Jay is concerned that there is not a Treasurer as a backup as Norb is the only signatory. The Treasurer is also required to sign for the taxes as well.
- Could Holly or Ken become interim Treasurer?
- This meeting was adjourned so the GLOW Works Members could meet separately

Present: Norb, Holly, Ken, Jay, Michele

- Jay noted that Janet Olivieri is still the current Treasurer and he could ask her to sign the current taxes.
- Norb stated that the goal is for the members to serve on GLOW Works Inc. and GLOW WDB and that the intent was to keep both boards connected.
- Jay suggested that maybe asking to serve on both boards is too much
- It was noted that they are separate boards
- Ken noted he will possibly be stepping down from this board as he will be more involved with Orleans County housing and other issues.
- **VOTE**> Ken made the motion to approve Holly Mitchell as Interim Treasurer; Norb seconded the motion, all members present approved, and the motion was carried.
- **ACTION ITEM**> Jay will proceed getting Holly approved as Interim Treasurer

Adjourn Meeting: Ken made the motion to adjourn the meeting at 11:22 am; Holly seconded the motion; all members present were in favor, and the meeting was adjourned at 11:22 am