

## Board of Directors Meeting Agenda

Thursday, May 16, 2024- 5:30-6:30 pm

Location: <https://us02web.zoom.us/j/8376386444>

### Call to Order

Calvert-Baxter

### Consent Agenda

Calvert-Baxter

March 21, 2024 Board of Directors Meeting Minutes,  
Jan-Mar 2024 Financials  
2024 Grant Spreadsheet  
Authorization of Application for Special License (Liquor License for Drydock)

### Executive Director Update

Branigan

- 2024 Community Engagement Calendar
  - Q2 events
- Events: 2024 Riverside Art Festival Update, Drydock and 2024 Women of Achievement
- Staff Update

### Program Director Update

Armstrong

- 2024 Program Plan
- Advocacy Update
  - Until Justice Just Is funded Book Club - October 2024

### Finance Committee

Kilpatrick

- Fund Development goals for 2024
  - Update: Give Local Bay, Event fundraising

### Governance Committee

Calvert-Baxter

- ByLaws Update
  - Recap of changes
  - Board vote

### Discussion

- New Community programs and events - brainstorm

NEXT MEETING:

July 25, 2024 - 6:30pm on Zoom

## 2024 Board of Directors

Carole Calvert-Baxter - *Chair*, Melissa Whitford - *Vice Chair*, Rebekah Kilpatrick - *Treasurer*, Raquel Perez - *Secretary*, Beth Roszatycki - *Past Chair*, Kelsey Adkins, Margie Bach, Ivy Braden, Vanessa Guerra, Viloshinee Murugan, Nicole Napolitano, Dr. Sunita Vadakath, Candace Whitfield

**Board of Directors Meeting Minutes**  
**Thursday, March 21, 2024 5:30-6:30 pm**  
**Location: Zoom**

Present: Kelsey Adkins, Margie Bach, Carole Calvert-Baxter, Vanessa Guerra, Rebekah Kilpatrick, Vee Murugan, Nicole Napolitano, Beth Roszatycki, Melissa Whitford. Staff: Moira Branigan, Erica Armstrong. Excused: Ivy Braden, Raquel Perez, Sunita Vadakath, Candace Whitfield.

**Call to Order**

- Carole Calvert-Baxter called the meeting to order at 5:35 pm.

**Consent Agenda**

- Calvert-Baxter introduced the consent agenda which includes: January 18, 2024 Board of Directors Meeting Minutes, December 2023 Financial Reports and the 2024 Grant Spreadsheet.
- No items were taken from the Consent Agenda for discussion.
  - Carole Calvert-Baxter made a motion to approve the Consent Agenda as presented, Rebekah Kilpatrick seconded. The motion passed.

**Executive Director Update**

- Moira Branigan briefed the Board about the events on the 2024 Community Engagement Calendar, and the Board gave suggestions for other networking opportunities this year.
- Also detailed was the progress with the Riverside Art Festival planning. She reported that sponsors were slow to confirm their support for 2024, but Moira and her team were still working on securing additional financial support.
  - Suggestions for RAF from Board: more signage, banners to promote our organization, seek donations from attendees.
- Branigan updated the Board on the status of the open role, and reported a candidate would be selected by the second week of April.
- Finally, she announced that the Bay Area Chamber of Commerce Ribbon Cutting and Open House is scheduled for April 25, 2024 at 4:00pm and invited the Board to attend.

**Program Director Update**

- Erica Armstrong gave an update on the 2024 Program Plan.
  - In 2024, there are 5 sessions of Moving Ahead scheduled, 4 sessions of Getting Ahead (or Pathways to Progress the condensed Getting Ahead class), Young Women Choosing Action will be held as a summer camp and there will be six staying ahead newsletters and one in person ‘lunch and learn’ or informational event for WEEP participants.
- Armstrong also provided an update on the changes to voting procedures for the 2024 election, and invited the Board to participate in the Advocacy Committee meetings.
  - Until justice Just Is is the new name for Stand Against Racism, and Armstrong reported that a grant application had been submitted to YWCA USA to support the InterACT and Advocacy work this year.

**Finance Committee**

- Rebekah Kilpatrick gave a report on the current cash flow, and a rough recap of Q1 spending.

- Kilpatrick also reported on the Q1 grant applications that had been made, and reported that if all grant applications were successful from this period the only remaining funds to be raised are \$40,000.
- Kilpatrick, with assistance from Branigan, provided an update on Fund Development goals for 2024:
  - Riverside Art Festival income has been on target, with the exception of sponsorships (which have been slowly coming in.)
  - Women of Achievement sponsorships have already been confirmed from several returning sponsors.
  - Branigan also reported that the YWCA GLBR had applied to host Drydock in Summer 2024, and were assigned the second week of August.
    - If funds aren't brought in for sponsorships, this fundraiser should supplement the budget.
- Branigan provided a deep dive on the individual donors, including the number of gifts and dollar amounts received in 2020 through 2023.
  - She also covered the biggest sources of individual donations: Give Local Bay, the July newsletter, and end of year giving.
  - She requested the Board help by sharing information on Give Local Bay, scheduled for May 7, 2024.
  - Branigan also requested the board members share names, mailing addresses and email addresses for 3 people who could support our mission.

### **Governance Committee**

- Carole Calvert-Baxter gave a few reminders: to help increase our database, please provide the names of 3 contacts.
  - She also reiterated the request to share information ahead of Give Local Bay on May 7.
- The next meeting will be May 16, 2024 on Zoom, and we'll discuss updates to the bylaws.

### **Adjourn Meeting**

Carole Calvert-Baxter adjourned the meeting at 6:25 pm

**YWCA Great Lakes Bay Region**  
**Statement of Activity by Class**  
 January 2024

	1	2	3	Total 2	4	5	6	7	8	9	10	11	12	13	14	15	16	
	Administratio	Fund	Donor	Fund	3	Women's	Total 3		Riverside	Total 6	7	InterACT,	Total 7				TOTAL	
	n	Develop	Relations	Developme	WEEP	Econ Empw	WEEP	6	Art Fest	Events	Advocacy	DEI	Advocacy					
<b>Revenue</b>																		
102 Program/Event Income				0.00			0.00		6,650.00	6,650.00			0.00				6,650.00	
103 Contributions				0.00			0.00			0.00			0.00				0.00	
103.2 Individual Contributions		329.68		329.68			0.00			0.00			0.00				329.68	
<b>Total 103 Contributions</b>	\$	0.00	\$	329.68	\$	0.00	\$	0.00	\$	0.00	\$	0.00	\$	0.00	\$	0.00	\$	329.68
<b>Total Revenue</b>	\$	0.00	\$	329.68	\$	0.00	\$	0.00	\$	6,650.00	\$	6,650.00	\$	0.00	\$	0.00	\$	6,979.68
<b>Gross Profit</b>	\$	0.00	\$	329.68	\$	0.00	\$	0.00	\$	6,650.00	\$	6,650.00	\$	0.00	\$	0.00	\$	6,979.68
<b>Expenditures</b>																		
200 Facilities and Equipment				0.00			0.00			0.00			0.00				0.00	
201 Building Rent and Parking		3,000.00		0.00			0.00			0.00			0.00				3,000.00	
204 Property Insurance		204.60		0.00			0.00			0.00			0.00				204.60	
206 Telephone & Telecomm		218.40		0.00		40.00	40.00			0.00			0.00				258.40	
<b>Total 200 Facilities and Equipment</b>	\$	3,423.00	\$	0.00	\$	0.00	\$	40.00	\$	0.00	\$	0.00	\$	0.00	\$	0.00	\$	3,463.00
300 Operating Expenses - Fixed				0.00			0.00			0.00			0.00				0.00	
303 Bank fees		35.89		0.00			0.00		121.30	121.30			0.00				157.19	
305 Conferences & Meetings		20.00		0.00			0.00			0.00			0.00				20.00	
310 Depreciation expense		33.86		0.00			0.00			0.00			0.00				33.86	
312 Meals		198.39		0.00			0.00			0.00			0.00				198.39	
313 Memberships & Subscriptions		1,098.51		0.00		895.24	895.24		7.25	7.25			0.00				2,001.00	
325 Insurance, Liability, D & O		348.75		0.00			0.00			0.00			0.00				348.75	
<b>Total 300 Operating Expenses - Fixed</b>	\$	1,735.40	\$	0.00	\$	0.00	\$	895.24	\$	128.55	\$	128.55	\$	0.00	\$	0.00	\$	2,759.19
400 Operating Expenses - Variable				0.00			0.00			0.00			0.00				0.00	
410 Postage, Mailings		76.12		0.00		3.99	3.99			0.00			0.00				80.11	
415 Gifts		185.00		0.00			0.00			0.00			0.00				185.00	
420 Printing and Copying		118.16		0.00			0.00			0.00			0.00				118.16	
425 Supplies - Class/Office		137.16		0.00		347.16	347.16			0.00			0.00				484.32	
430 Stipends to Individ.				0.00		50.00	50.00			0.00			0.00				50.00	
<b>Total 400 Operating Expenses - Variable</b>	\$	516.44	\$	0.00	\$	0.00	\$	401.15	\$	0.00	\$	0.00	\$	0.00	\$	0.00	\$	917.59
500 Personnel Expenses				0.00			0.00			0.00			0.00				0.00	
501 Salaries & Wages		4,060.25	465.26	465.26		4,874.74	4,874.74		463.29	463.29		325.53	325.53				10,189.07	
502 Payroll Taxes		697.20	80.72	80.72		853.02	853.02		80.38	80.38		56.48	56.48				1,767.80	
504 Benefits - Retirement		267.80		0.00			0.00			0.00			0.00				267.80	
515 Mileage		101.35		0.00			0.00			0.00		17.29	17.29				118.64	
520 Training & Continuing Ed			49.00	49.00			0.00			0.00			0.00				49.00	
525 Outside Contract Services				0.00			0.00			0.00		250.00	250.00				250.00	
<b>Total 500 Personnel Expenses</b>	\$	5,126.60	\$	49.00	\$	545.98	\$	5,727.76	\$	543.67	\$	543.67	\$	0.00	\$	649.30	\$	12,642.31
<b>Total Expenditures</b>	\$	10,801.44	\$	49.00	\$	545.98	\$	7,064.15	\$	672.22	\$	672.22	\$	0.00	\$	649.30	\$	19,782.09
<b>Net Operating Revenue</b>	-\$	10,801.44	\$	280.68	-\$	545.98	-\$	265.30	\$	0.00	-\$	7,064.15	-\$	7,064.15	\$	0.00	-\$	5,977.78
<b>Net Revenue</b>	-\$	10,801.44	\$	280.68	-\$	545.98	-\$	265.30	\$	0.00	-\$	7,064.15	-\$	7,064.15	\$	0.00	-\$	5,977.78

**YWCA Great Lakes Bay Region**  
**Statement of Activity Comparison**  
**January 2024**

	Total			
	Jan 2024	Jan 2023 (PY)	Change	% Change
<b>Revenue</b>				
101 Grant Income		2,500.00	-2,500.00	-100.00%
102 Program/Event Income	6,650.00	5,075.00	1,575.00	31.03%
103 Contributions			0.00	
103.1 Corporate Contributions		500.00	-500.00	-100.00%
103.2 Individual Contributions	329.68	102.53	227.15	221.54%
<b>Total 103 Contributions</b>	<b>\$ 329.68</b>	<b>\$ 602.53</b>	<b>-\$ 272.85</b>	<b>-45.28%</b>
<b>Total Revenue</b>	<b>\$ 6,979.68</b>	<b>\$ 8,177.53</b>	<b>-\$ 1,197.85</b>	<b>-14.65%</b>
<b>Gross Profit</b>	<b>\$ 6,979.68</b>	<b>\$ 8,177.53</b>	<b>-\$ 1,197.85</b>	<b>-14.65%</b>
<b>Expenditures</b>				
200 Facilities and Equipment			0.00	
201 Building Rent and Parking	3,000.00	630.00	2,370.00	376.19%
204 Property Insurance	204.60	204.60	0.00	0.00%
206 Telephone & Telecomm	258.40	392.05	-133.65	-34.09%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 3,463.00</b>	<b>\$ 1,226.65</b>	<b>\$ 2,236.35</b>	<b>182.31%</b>
300 Operating Expenses - Fixed			0.00	
301 Accounting, Bookkpg, Audit		527.00	-527.00	-100.00%
302 Advertising/Marketing		125.00	-125.00	-100.00%
303 Bank fees	157.19	80.05	77.14	96.36%
305 Conferences & Meetings	20.00		20.00	
310 Depreciation expense	33.86	60.15	-26.29	-43.71%
312 Meals	198.39	75.98	122.41	161.11%
313 Memberships & Subscriptions	2,001.00	1,471.43	529.57	35.99%
325 Insurance, Liability, D & O	348.75	917.25	-568.50	-61.98%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 2,759.19</b>	<b>\$ 3,256.86</b>	<b>-\$ 497.67</b>	<b>-15.28%</b>
400 Operating Expenses - Variable			0.00	
410 Postage, Mailings	80.11	7.92	72.19	911.49%
415 Gifts	185.00		185.00	
420 Printing and Copying	118.16	594.79	-476.63	-80.13%
425 Supplies - Class/Office	484.32	428.86	55.46	12.93%
430 Stipends to Indiv.	50.00	1,100.00	-1,050.00	-95.45%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 917.59</b>	<b>\$ 2,131.57</b>	<b>-\$ 1,213.98</b>	<b>-56.95%</b>
500 Personnel Expenses			0.00	
501 Salaries & Wages	10,189.07	12,194.94	-2,005.87	-16.45%
502 Payroll Taxes	1,767.80	2,042.40	-274.60	-13.44%
504 Benefits - Retirement	267.80	262.65	5.15	1.96%
515 Mileage	118.64	127.10	-8.46	-6.66%
520 Training & Continuing Ed	49.00		49.00	
525 Outside Contract Services	250.00		250.00	
<b>Total 500 Personnel Expenses</b>	<b>\$ 12,642.31</b>	<b>\$ 14,627.09</b>	<b>-\$ 1,984.78</b>	<b>-13.57%</b>
<b>Total Expenditures</b>	<b>\$ 19,782.09</b>	<b>\$ 21,242.17</b>	<b>-\$ 1,460.08</b>	<b>-6.87%</b>
<b>Net Operating Revenue</b>	<b>-\$ 12,802.41</b>	<b>-\$ 13,064.64</b>	<b>\$ 262.23</b>	<b>2.01%</b>
<b>Net Revenue</b>	<b>-\$ 12,802.41</b>	<b>-\$ 13,064.64</b>	<b>\$ 262.23</b>	<b>2.01%</b>

**YWCA Great Lakes Bay Region**  
**Budget vs. Actuals: Budget\_FY24\_P&L - FY24 P&L**  
 January 2024

	Total			
	Actual	Budget	over Budget	% of Budget
<b>Revenue</b>				
101 Grant Income	0.00	15,700.00	-15,700.00	0.00%
102 Program/Event Income	6,650.00	2,508.33	4,141.67	265.12%
103 Contributions	0.00	0.00	0.00	
103.1 Corporate Contributions	0.00	1,791.67	-1,791.67	0.00%
103.2 Individual Contributions	329.68	958.33	-628.65	34.40%
103.3 Board Giving	0.00	333.33	-333.33	0.00%
<b>Total 103 Contributions</b>	<b>\$ 329.68</b>	<b>\$ 3,083.33</b>	<b>-\$ 2,753.65</b>	<b>10.69%</b>
105 Fee for Service	0.00	625.00	-625.00	0.00%
<b>Total Revenue</b>	<b>\$ 6,979.68</b>	<b>\$ 21,916.66</b>	<b>-\$ 14,936.98</b>	<b>31.85%</b>
<b>Gross Profit</b>	<b>\$ 6,979.68</b>	<b>\$ 21,916.66</b>	<b>-\$ 14,936.98</b>	<b>31.85%</b>
<b>Expenditures</b>				
200 Facilities and Equipment	0.00	0.00	0.00	
201 Building Rent and Parking	3,000.00	1,500.00	1,500.00	200.00%
202 Equip Rental & Maintenance	0.00	100.00	-100.00	0.00%
204 Property Insurance	204.60	0.00	204.60	
205 Utilities	0.00	200.00	-200.00	0.00%
206 Telephone & Telecomm	258.40	225.00	33.40	114.84%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 3,463.00</b>	<b>\$ 2,025.00</b>	<b>\$ 1,438.00</b>	<b>171.01%</b>
300 Operating Expenses - Fixed	0.00	0.00	0.00	
301 Accounting, Bookkpg, Audit	0.00	958.33	-958.33	0.00%
302 Advertising/Marketing	0.00	200.00	-200.00	0.00%
303 Bank fees	157.19	83.33	73.86	188.64%
305 Conferences & Meetings	20.00	250.00	-230.00	8.00%
310 Depreciation expense	33.86	33.33	0.53	101.59%
312 Meals	198.39	583.33	-384.94	34.01%
313 Memberships & Subscriptions	2,001.00	366.67	1,634.33	545.72%
314 Permits, License Fees	0.00	100.00	-100.00	0.00%
324 Website Design & Maintce.	0.00	25.00	-25.00	0.00%
325 Insurance, Liability, D & O	348.75	333.33	15.42	104.63%
330 Investment Fees	0.00	250.00	-250.00	0.00%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 2,759.19</b>	<b>\$ 3,183.32</b>	<b>-\$ 424.13</b>	<b>86.68%</b>
400 Operating Expenses - Variable	0.00	0.00	0.00	
405 Books, Library, Reference	0.00	708.33	-708.33	0.00%
410 Postage, Mailings	80.11	100.00	-19.89	80.11%
415 Gifts	185.00	166.67	18.33	111.00%
420 Printing and Copying	118.16	212.50	-94.34	55.60%
425 Supplies - Class/Office	484.32	375.00	109.32	129.15%
426 Supplies - Gas Cards/Gift Cards	0.00	708.33	-708.33	0.00%
430 Stipends to Indiv.	50.00	333.33	-283.33	15.00%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 917.59</b>	<b>\$ 2,604.16</b>	<b>-\$ 1,686.57</b>	<b>35.24%</b>
500 Personnel Expenses	0.00	0.00	0.00	
501 Salaries & Wages	10,189.07	11,041.67	-852.60	92.28%
502 Payroll Taxes	1,767.80	1,083.33	684.47	163.18%
504 Benefits - Retirement	267.80	416.67	-148.87	64.27%
515 Mileage	118.64	83.33	35.31	142.37%
520 Training & Continuing Ed	49.00	41.67	7.33	117.59%
525 Outside Contract Services	250.00	2,483.33	-2,233.33	10.07%
<b>Total 500 Personnel Expenses</b>	<b>\$ 12,642.31</b>	<b>\$ 15,150.00</b>	<b>-\$ 2,507.69</b>	<b>83.45%</b>
910 Other Types of Expenses	0.00	204.17	-204.17	0.00%
<b>Total Expenditures</b>	<b>\$ 19,782.09</b>	<b>\$ 23,166.65</b>	<b>-\$ 3,384.56</b>	<b>85.39%</b>
<b>Net Operating Revenue</b>	<b>-\$ 12,802.41</b>	<b>-\$ 1,249.99</b>	<b>-\$ 11,552.42</b>	<b>1024.20%</b>
<b>Other Revenue</b>				
104 Investment Income (Expense)	0.00	1,250.00	-1,250.00	0.00%
<b>Total Other Revenue</b>	<b>\$ 0.00</b>	<b>\$ 1,250.00</b>	<b>-\$ 1,250.00</b>	<b>0.00%</b>
<b>Net Other Revenue</b>	<b>\$ 0.00</b>	<b>\$ 1,250.00</b>	<b>-\$ 1,250.00</b>	<b>0.00%</b>
<b>Net Revenue</b>	<b>-\$ 12,802.41</b>	<b>\$ 0.01</b>	<b>-\$ 12,802.42</b>	<b>-128024099.93%</b>

**YWCA Great Lakes Bay Region**  
**Statement of Activity Comparison**  
**January 2024**

	Total			
	Jan 2024	Jan 2023 (PY)	Change	% Change
<b>Revenue</b>				
101 Grant Income		2,500.00	-2,500.00	-100.00%
102 Program/Event Income	6,650.00	5,075.00	1,575.00	31.03%
103 Contributions			0.00	
103.1 Corporate Contributions		500.00	-500.00	-100.00%
103.2 Individual Contributions	329.68	102.53	227.15	221.54%
<b>Total 103 Contributions</b>	<b>\$ 329.68</b>	<b>\$ 602.53</b>	<b>-\$ 272.85</b>	<b>-45.28%</b>
<b>Total Revenue</b>	<b>\$ 6,979.68</b>	<b>\$ 8,177.53</b>	<b>-\$ 1,197.85</b>	<b>-14.65%</b>
<b>Gross Profit</b>	<b>\$ 6,979.68</b>	<b>\$ 8,177.53</b>	<b>-\$ 1,197.85</b>	<b>-14.65%</b>
<b>Expenditures</b>				
200 Facilities and Equipment			0.00	
201 Building Rent and Parking	3,000.00	630.00	2,370.00	376.19%
204 Property Insurance	204.60	204.60	0.00	0.00%
206 Telephone & Telecomm	258.40	392.05	-133.65	-34.09%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 3,463.00</b>	<b>\$ 1,226.65</b>	<b>\$ 2,236.35</b>	<b>182.31%</b>
300 Operating Expenses - Fixed			0.00	
301 Accounting, Bookkpg, Audit		527.00	-527.00	-100.00%
302 Advertising/Marketing		125.00	-125.00	-100.00%
303 Bank fees	157.19	80.05	77.14	96.36%
305 Conferences & Meetings	20.00		20.00	
310 Depreciation expense	33.86	60.15	-26.29	-43.71%
312 Meals	198.39	75.98	122.41	161.11%
313 Memberships & Subscriptions	2,001.00	1,471.43	529.57	35.99%
325 Insurance, Liability, D & O	348.75	917.25	-568.50	-61.98%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 2,759.19</b>	<b>\$ 3,256.86</b>	<b>-\$ 497.67</b>	<b>-15.28%</b>
400 Operating Expenses - Variable			0.00	
410 Postage, Mailings	80.11	7.92	72.19	911.49%
415 Gifts	185.00		185.00	
420 Printing and Copying	118.16	594.79	-476.63	-80.13%
425 Supplies - Class/Office	484.32	428.86	55.46	12.93%
430 Stipends to Indiv.	50.00	1,100.00	-1,050.00	-95.45%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 917.59</b>	<b>\$ 2,131.57</b>	<b>-\$ 1,213.98</b>	<b>-56.95%</b>
500 Personnel Expenses			0.00	
501 Salaries & Wages	10,189.07	12,194.94	-2,005.87	-16.45%
502 Payroll Taxes	1,767.80	2,042.40	-274.60	-13.44%
504 Benefits - Retirement	267.80	262.65	5.15	1.96%
515 Mileage	118.64	127.10	-8.46	-6.66%
520 Training & Continuing Ed	49.00		49.00	
525 Outside Contract Services	250.00		250.00	
<b>Total 500 Personnel Expenses</b>	<b>\$ 12,642.31</b>	<b>\$ 14,627.09</b>	<b>-\$ 1,984.78</b>	<b>-13.57%</b>
<b>Total Expenditures</b>	<b>\$ 19,782.09</b>	<b>\$ 21,242.17</b>	<b>-\$ 1,460.08</b>	<b>-6.87%</b>
<b>Net Operating Revenue</b>	<b>-\$ 12,802.41</b>	<b>-\$ 13,064.64</b>	<b>\$ 262.23</b>	<b>2.01%</b>
<b>Net Revenue</b>	<b>-\$ 12,802.41</b>	<b>-\$ 13,064.64</b>	<b>\$ 262.23</b>	<b>2.01%</b>

**YWCA Great Lakes Bay Region**  
**Statement of Financial Position Comparison**  
As of January 31, 2024

	Total			
	As of Jan 31, 2024	As of Jan 31, 2023 (PY)	Change	% Change
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Bank Accounts</b>				
1st State Bank Checking	85,388.96	91,116.03	-5,727.07	-6.29%
Diaper Bank			0.00	
Diaper Bank - Arenac	2,706.48	3,145.56	-439.08	-13.96%
Diaper Bank - Bay	3,922.64	3,468.86	453.78	13.08%
<b>Total Diaper Bank</b>	<b>\$ 6,629.12</b>	<b>\$ 6,614.42</b>	<b>\$ 14.70</b>	<b>0.22%</b>
Huntington Checking	81.00	96.00	-15.00	-15.63%
<b>Total Bank Accounts</b>	<b>\$ 92,099.08</b>	<b>\$ 97,826.45</b>	<b>-\$ 5,727.37</b>	<b>-5.85%</b>
<b>Accounts Receivable</b>				
Accounts receivable	42,500.00	106,666.00	-64,166.00	-60.16%
<b>Total Accounts Receivable</b>	<b>\$ 42,500.00</b>	<b>\$ 106,666.00</b>	<b>-\$ 64,166.00</b>	<b>-60.16%</b>
<b>Other Current Assets</b>				
BACF Endowment Fund	11,335.17	11,335.17	0.00	0.00%
Huntington Investment	365,466.80	331,826.35	33,640.45	10.14%
<b>Total Other Current Assets</b>	<b>\$ 376,801.97</b>	<b>\$ 343,161.52</b>	<b>\$ 33,640.45</b>	<b>9.80%</b>
<b>Total Current Assets</b>	<b>\$ 511,401.05</b>	<b>\$ 547,653.97</b>	<b>-\$ 36,252.92</b>	<b>-6.62%</b>
<b>Fixed Assets</b>				
Accumulated depreciation	-10,653.23	-10,353.02	-300.21	-2.90%
Computer software	2,209.58	1,610.58	599.00	37.19%
Furniture and Equipment	10,349.85	10,209.85	140.00	1.37%
<b>Total Fixed Assets</b>	<b>\$ 1,906.20</b>	<b>\$ 1,467.41</b>	<b>\$ 438.79</b>	<b>29.90%</b>
<b>Other Assets</b>				
Prepaid expenses	911.63	666.23	245.40	36.83%
Security Deposits	2,000.00	0.00	2,000.00	
<b>Total Other Assets</b>	<b>\$ 2,911.63</b>	<b>\$ 666.23</b>	<b>\$ 2,245.40</b>	<b>337.03%</b>
<b>TOTAL ASSETS</b>	<b>\$ 516,218.88</b>	<b>\$ 549,787.61</b>	<b>-\$ 33,568.73</b>	<b>-6.11%</b>
<b>LIABILITIES AND EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts payable	1,347.00	1,531.88	-184.88	-12.07%
<b>Total Accounts Payable</b>	<b>\$ 1,347.00</b>	<b>\$ 1,531.88</b>	<b>-\$ 184.88</b>	<b>-12.07%</b>
<b>Credit Cards</b>				
1st State Bank Credit Card	19.99	2,649.36	-2,629.37	-99.25%
Huntington Bank Credit Card	1,473.25		1,473.25	
<b>Total Credit Cards</b>	<b>\$ 1,493.24</b>	<b>\$ 2,649.36</b>	<b>-\$ 1,156.12</b>	<b>-43.64%</b>
<b>Other Current Liabilities</b>				
Accrued Wages	5,094.54	5,996.41	-901.87	-15.04%
Deferred Revenue	3,575.00	4,850.00	-1,275.00	-26.29%
Diaper Bank Funds	6,629.12	6,614.42	14.70	0.22%
Payroll Liabilities	0.00	0.00	0.00	
Federal Taxes (941/944)	2,451.14	2,778.18	-327.04	-11.77%
MI Income Tax	414.74	501.95	-87.21	-17.37%
MI Local Tax	0.00	32.69	-32.69	-100.00%
MI Unemployment Tax	988.34	1,109.73	-121.39	-10.94%
SUTA Payable	1.00	1.00	0.00	0.00%
YWCA After Tax Contribution	0.00	24.06	-24.06	-100.00%
YWCA Retirement Company	267.82	262.67	5.15	1.96%
<b>Total Payroll Liabilities</b>	<b>\$ 4,123.04</b>	<b>\$ 4,710.28</b>	<b>-\$ 587.24</b>	<b>-12.47%</b>
<b>Total Other Current Liabilities</b>	<b>\$ 19,421.70</b>	<b>\$ 22,171.11</b>	<b>-\$ 2,749.41</b>	<b>-12.40%</b>
<b>Total Current Liabilities</b>	<b>\$ 22,261.94</b>	<b>\$ 26,352.35</b>	<b>-\$ 4,090.41</b>	<b>-15.52%</b>
<b>Total Liabilities</b>	<b>\$ 22,261.94</b>	<b>\$ 26,352.35</b>	<b>-\$ 4,090.41</b>	<b>-15.52%</b>
<b>Equity</b>				
<b>Temp. Restricted Net Assets</b>				
Temp. Restricted Net Assets			0.00	
Bay Area Community Foundation	11,335.17	11,335.17	0.00	0.00%
<b>Total Temp. Restricted Net Assets</b>	<b>\$ 11,335.17</b>	<b>\$ 11,335.17</b>	<b>\$ 0.00</b>	<b>0.00%</b>
Unrestricted Net Assets	495,424.18	525,164.73	-29,740.55	-5.66%
Net Revenue	-12,802.41	-13,064.64	262.23	2.01%
<b>Total Equity</b>	<b>\$ 493,956.94</b>	<b>\$ 523,435.26</b>	<b>-\$ 29,478.32</b>	<b>-5.63%</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 516,218.88</b>	<b>\$ 549,787.61</b>	<b>-\$ 33,568.73</b>	<b>-6.11%</b>



**YWCA Great Lakes Bay Region**  
**Statement of Activity by Class**  
 January - February, 2024

	1	2	Donor	Total 2	3	Women's Econ	Total 3	6	Riverside	Total 6	7	InterACT,	Total 7	TOTAL
	Administratio	Fund	Relations	Fund	WEEP	Empw Prog	WEEP	Events	Art Fest	Events	Advocacy	DEI	Advocacy	
	n	Develop		Developme										
		ment		nt										
Revenue														
102 Program/Event Income				0.00			0.00		9,750.00	9,750.00			0.00	9,750.00
103 Contributions				0.00			0.00			0.00			0.00	0.00
103.2 Individual Contributions		529.68		529.68			0.00			0.00			0.00	529.68
Total 103 Contributions	\$ 0.00	\$ 529.68	\$ 0.00	\$ 529.68	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 529.68
Total Revenue	\$ 0.00	\$ 529.68	\$ 0.00	\$ 529.68	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,750.00	\$ 9,750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,279.68
Gross Profit	\$ 0.00	\$ 529.68	\$ 0.00	\$ 529.68	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,750.00	\$ 9,750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,279.68
Expenditures														
200 Facilities and Equipment				0.00			0.00			0.00			0.00	0.00
201 Building Rent and Parking	3,000.00			0.00			0.00			0.00			0.00	3,000.00
204 Property Insurance	204.60			0.00			0.00			0.00			0.00	204.60
205 Utilities	230.62			0.00			0.00			0.00			0.00	230.62
206 Telephone & Telecomm	436.80			0.00		80.00	80.00			0.00			0.00	516.80
Total 200 Facilities and Equipment	\$ 3,872.02	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 80.00	\$ 80.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,952.02
300 Operating Expenses - Fixed				0.00			0.00			0.00			0.00	0.00
301 Accounting, Bookkpg, Audit	537.50			0.00			0.00			0.00			0.00	537.50
303 Bank fees	62.78			0.00			0.00	179.46	179.46	0.00			0.00	242.24
305 Conferences & Meetings	50.00			0.00			0.00		0.00	0.00			0.00	50.00
310 Depreciation expense	67.72			0.00			0.00			0.00			0.00	67.72
312 Meals	241.53			0.00			0.00			0.00			0.00	241.53
313 Memberships & Subscriptions	1,208.99			0.00		926.48	926.48	14.50	14.50	0.00			0.00	2,149.97
325 Insurance, Liability, D & O	348.75			0.00			0.00			0.00			0.00	348.75
Total 300 Operating Expenses - Fixed	\$ 2,517.27	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 926.48	\$ 926.48	\$ 0.00	\$ 193.96	\$ 193.96	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,637.71
400 Operating Expenses - Variable				0.00			0.00			0.00			0.00	0.00
410 Postage, Mailings	77.51			0.00		17.02	17.02			0.00			0.00	94.53
415 Gifts	185.00			0.00			0.00			0.00			0.00	185.00
420 Printing and Copying	118.16			0.00			0.00			0.00	1.67	1.67	1.67	119.83
425 Supplies - Class/Office	260.31			0.00		347.16	347.16			0.00			0.00	607.47
426 Supplies - Gas Cards/Gift Cards				0.00		100.00	100.00			0.00			0.00	100.00
430 Stipends to Indiv.				0.00		400.00	400.00			0.00			0.00	400.00
Total 400 Operating Expenses - Variable	\$ 640.98	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 864.18	\$ 864.18	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.67	\$ 1.67	\$ 1,506.83
500 Personnel Expenses				0.00			0.00			0.00			0.00	0.00
501 Salaries & Wages	8,378.94		652.31	652.31		9,213.80	9,213.80	864.99	864.99	1,268.10	1,268.10	1,268.10	1,268.10	20,378.14
502 Payroll Taxes	1,429.53		95.02	95.02		1,637.67	1,637.67	111.12	111.12	128.58	128.58	128.58	128.58	3,401.92
504 Benefits - Retirement	535.60			0.00			0.00			0.00			0.00	535.60
515 Mileage	164.05			0.00		2.35	2.35			0.00	17.29	17.29	17.29	183.69
520 Training & Continuing Ed		98.00		98.00			0.00			0.00			0.00	98.00
525 Outside Contract Services				0.00			0.00			0.00	250.00	250.00	250.00	250.00
Total 500 Personnel Expenses	\$ 10,508.12	\$ 98.00	\$ 747.33	\$ 845.33	\$ 0.00	\$ 10,853.82	\$ 10,853.82	\$ 0.00	\$ 976.11	\$ 976.11	\$ 0.00	\$ 1,663.97	\$ 1,663.97	\$ 24,847.35
Total Expenditures	\$ 17,538.39	\$ 98.00	\$ 747.33	\$ 845.33	\$ 0.00	\$ 12,724.48	\$ 12,724.48	\$ 0.00	\$ 1,170.07	\$ 1,170.07	\$ 0.00	\$ 1,665.64	\$ 1,665.64	\$ 33,943.91
Net Operating Revenue	-\$ 17,538.39	\$ 431.68	-\$ 747.33	-\$ 315.65	\$ 0.00	-\$ 12,724.48	-\$ 12,724.48	\$ 0.00	\$ 8,579.93	\$ 8,579.93	\$ 0.00	-\$ 1,665.64	-\$ 1,665.64	-\$ 23,664.23
Net Revenue	-\$ 17,538.39	\$ 431.68	-\$ 747.33	-\$ 315.65	\$ 0.00	-\$ 12,724.48	-\$ 12,724.48	\$ 0.00	\$ 8,579.93	\$ 8,579.93	\$ 0.00	-\$ 1,665.64	-\$ 1,665.64	-\$ 23,664.23

**YWCA Great Lakes Bay Region**  
**Statement of Activity Comparison**  
January - February, 2024

	Total			
	Jan - Feb, 2024	Jan - Feb, 2023 (PY)	Change	% Change
<b>Revenue</b>				
101 Grant Income		5,000.00	-5,000.00	-100.00%
102 Program/Event Income	9,750.00	7,100.00	2,650.00	37.32%
103 Contributions			0.00	
103.1 Corporate Contributions		2,000.00	-2,000.00	-100.00%
103.2 Individual Contributions	529.68	102.53	427.15	416.61%
<b>Total 103 Contributions</b>	<b>\$ 529.68</b>	<b>\$ 2,102.53</b>	<b>-\$ 1,572.85</b>	<b>-74.81%</b>
Uncategorized Revenue		6,065.60	-6,065.60	-100.00%
<b>Total Revenue</b>	<b>\$ 10,279.68</b>	<b>\$ 20,268.13</b>	<b>-\$ 9,988.45</b>	<b>-49.28%</b>
<b>Gross Profit</b>	<b>\$ 10,279.68</b>	<b>\$ 20,268.13</b>	<b>-\$ 9,988.45</b>	<b>-49.28%</b>
<b>Expenditures</b>				
200 Facilities and Equipment			0.00	
201 Building Rent and Parking	3,000.00	1,230.00	1,770.00	143.90%
204 Property Insurance	204.60	204.60	0.00	0.00%
205 Utilities	230.62		230.62	
206 Telephone & Telecomm	516.80	746.45	-229.65	-30.77%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 3,952.02</b>	<b>\$ 2,181.05</b>	<b>\$ 1,770.97</b>	<b>81.20%</b>
300 Operating Expenses - Fixed			0.00	
301 Accounting, Bookkpg, Audit	537.50	1,062.76	-525.26	-49.42%
302 Advertising/Marketing		125.00	-125.00	-100.00%
303 Bank fees	242.24	121.65	120.59	99.13%
305 Conferences & Meetings	50.00		50.00	
310 Depreciation expense	67.72	120.30	-52.58	-43.71%
312 Meals	241.53	207.88	33.65	16.19%
313 Memberships & Subscriptions	2,149.97	1,650.10	499.87	30.29%
325 Insurance, Liability, D & O	348.75	917.25	-568.50	-61.98%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 3,637.71</b>	<b>\$ 4,204.94</b>	<b>-\$ 567.23</b>	<b>-13.49%</b>
400 Operating Expenses - Variable			0.00	
410 Postage, Mailings	94.53	7.92	86.61	1093.56%
415 Gifts	185.00		185.00	
420 Printing and Copying	119.83	934.50	-814.67	-87.18%
425 Supplies - Class/Office	607.47	644.42	-36.95	-5.73%
426 Supplies - Gas Cards/Gift Cards	100.00	1,325.47	-1,225.47	-92.46%
430 Stipends to Indiv.	400.00	2,750.00	-2,350.00	-85.45%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 1,506.83</b>	<b>\$ 5,662.31</b>	<b>-\$ 4,155.48</b>	<b>-73.39%</b>
500 Personnel Expenses			0.00	
501 Salaries & Wages	20,378.14	23,850.26	-3,472.12	-14.56%
502 Payroll Taxes	3,401.92	3,885.04	-483.12	-12.44%
504 Benefits - Retirement	535.60	530.45	5.15	0.97%
515 Mileage	183.69	208.67	-24.98	-11.97%
520 Training & Continuing Ed	98.00		98.00	
525 Outside Contract Services	250.00		250.00	
<b>Total 500 Personnel Expenses</b>	<b>\$ 24,847.35</b>	<b>\$ 28,474.42</b>	<b>-\$ 3,627.07</b>	<b>-12.74%</b>
<b>Total Expenditures</b>	<b>\$ 33,943.91</b>	<b>\$ 40,522.72</b>	<b>-\$ 6,578.81</b>	<b>-16.23%</b>
<b>Net Operating Revenue</b>	<b>-\$ 23,664.23</b>	<b>-\$ 20,254.59</b>	<b>-\$ 3,409.64</b>	<b>-16.83%</b>
<b>Net Revenue</b>	<b>-\$ 23,664.23</b>	<b>-\$ 20,254.59</b>	<b>-\$ 3,409.64</b>	<b>-16.83%</b>

**YWCA Great Lakes Bay Region**  
**Budget vs. Actuals: Budget\_FY24\_P&L - FY24 P&L**  
 January - February, 2024

	Actual	Budget	Total over Budget	% of Budget
<b>Revenue</b>				
101 Grant Income	0.00	31,400.00	-31,400.00	0.00%
102 Program/Event Income	9,750.00	5,016.66	4,733.34	194.35%
103 Contributions	0.00	0.00	0.00	
103.1 Corporate Contributions	0.00	3,583.34	-3,583.34	0.00%
103.2 Individual Contributions	529.68	1,916.66	-1,386.98	27.64%
103.3 Board Giving	0.00	666.66	-666.66	0.00%
<b>Total 103 Contributions</b>	<b>\$ 529.68</b>	<b>\$ 6,166.66</b>	<b>-\$ 5,636.98</b>	<b>8.59%</b>
105 Fee for Service	0.00	1,250.00	-1,250.00	0.00%
<b>Total Revenue</b>	<b>\$ 10,279.68</b>	<b>\$ 43,833.32</b>	<b>-\$ 33,553.64</b>	<b>23.45%</b>
<b>Gross Profit</b>	<b>\$ 10,279.68</b>	<b>\$ 43,833.32</b>	<b>-\$ 33,553.64</b>	<b>23.45%</b>
<b>Expenditures</b>				
200 Facilities and Equipment	0.00	0.00	0.00	
201 Building Rent and Parking	3,000.00	3,000.00	0.00	100.00%
202 Equip Rental & Maintenance	0.00	200.00	-200.00	0.00%
204 Property Insurance	204.60	0.00	204.60	
205 Utilities	230.62	400.00	-169.38	57.66%
206 Telephone & Telecomm	516.80	450.00	66.80	114.84%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 3,952.02</b>	<b>\$ 4,050.00</b>	<b>-\$ 97.98</b>	<b>97.58%</b>
300 Operating Expenses - Fixed	0.00	0.00	0.00	
301 Accounting, Bookkpg, Audit	537.50	1,916.66	-1,379.16	28.04%
302 Advertising/Marketing	0.00	400.00	-400.00	0.00%
303 Bank fees	242.24	166.66	75.58	145.35%
305 Conferences & Meetings	50.00	500.00	-450.00	10.00%
310 Depreciation expense	67.72	66.66	1.06	101.59%
312 Meals	241.53	1,166.66	-925.13	20.70%
313 Memberships & Subscriptions	2,149.97	733.34	1,416.63	293.18%
314 Permits, License Fees	0.00	200.00	-200.00	0.00%
324 Website Design & Maintce.	0.00	50.00	-50.00	0.00%
325 Insurance, Liability, D & O	348.75	666.66	-317.91	52.31%
330 Investment Fees	0.00	500.00	-500.00	0.00%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 3,637.71</b>	<b>\$ 6,366.64</b>	<b>-\$ 2,728.93</b>	<b>57.14%</b>
400 Operating Expenses - Variable	0.00	0.00	0.00	
405 Books, Library, Reference	0.00	1,416.66	-1,416.66	0.00%
410 Postage, Mailings	94.53	200.00	-105.47	47.27%
415 Gifts	185.00	333.34	-148.34	55.50%
420 Printing and Copying	119.83	425.00	-305.17	28.20%
425 Supplies - Class/Office	607.47	750.00	-142.53	81.00%
426 Supplies - Gas Cards/Gift Cards	100.00	1,416.66	-1,316.66	7.06%
430 Stipends to Indiv.	400.00	666.66	-266.66	60.00%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 1,506.83</b>	<b>\$ 5,208.32</b>	<b>-\$ 3,701.49</b>	<b>28.93%</b>
500 Personnel Expenses	0.00	0.00	0.00	
501 Salaries & Wages	20,378.14	22,083.34	-1,705.20	92.28%
502 Payroll Taxes	3,401.92	2,166.66	1,235.26	157.01%
504 Benefits - Retirement	535.60	833.34	-297.74	64.27%
515 Mileage	183.69	166.66	17.03	110.22%
520 Training & Continuing Ed	98.00	83.34	14.66	117.59%
525 Outside Contract Services	250.00	4,966.66	-4,716.66	5.03%
<b>Total 500 Personnel Expenses</b>	<b>\$ 24,847.35</b>	<b>\$ 30,300.00</b>	<b>-\$ 5,452.65</b>	<b>82.00%</b>
910 Other Types of Expenses	0.00	408.34	-408.34	0.00%
<b>Total Expenditures</b>	<b>\$ 33,943.91</b>	<b>\$ 46,333.30</b>	<b>-\$ 12,389.39</b>	<b>73.26%</b>
<b>Net Operating Revenue</b>	<b>-\$ 23,664.23</b>	<b>-\$ 2,499.98</b>	<b>-\$ 21,164.25</b>	<b>946.58%</b>
<b>Other Revenue</b>				
104 Investment Income (Expense)	0.00	2,500.00	-2,500.00	0.00%
<b>Total Other Revenue</b>	<b>\$ 0.00</b>	<b>\$ 2,500.00</b>	<b>-\$ 2,500.00</b>	<b>0.00%</b>
<b>Net Other Revenue</b>	<b>\$ 0.00</b>	<b>\$ 2,500.00</b>	<b>-\$ 2,500.00</b>	<b>0.00%</b>
<b>Net Revenue</b>	<b>-\$ 23,664.23</b>	<b>\$ 0.02</b>	<b>-\$ 23,664.25</b>	<b>-118321149.93%</b>

**YWCA Great Lakes Bay Region**  
**Statement of Activity Comparison**  
February 2024

	Total			
	Feb 2024	Feb 2023 (PY)	Change	% Change
<b>Revenue</b>				
101 Grant Income		2,500.00	-2,500.00	-100.00%
102 Program/Event Income	3,100.00	2,025.00	1,075.00	53.09%
103 Contributions			0.00	
103.1 Corporate Contributions		1,500.00	-1,500.00	-100.00%
103.2 Individual Contributions	200.00		200.00	
<b>Total 103 Contributions</b>	<b>\$ 200.00</b>	<b>\$ 1,500.00</b>	<b>-\$ 1,300.00</b>	<b>-86.67%</b>
Uncategorized Revenue		6,065.60	-6,065.60	-100.00%
<b>Total Revenue</b>	<b>\$ 3,300.00</b>	<b>\$ 12,090.60</b>	<b>-\$ 8,790.60</b>	<b>-72.71%</b>
<b>Gross Profit</b>	<b>\$ 3,300.00</b>	<b>\$ 12,090.60</b>	<b>-\$ 8,790.60</b>	<b>-72.71%</b>
<b>Expenditures</b>				
200 Facilities and Equipment			0.00	
201 Building Rent and Parking		600.00	-600.00	-100.00%
205 Utilities	230.62		230.62	
206 Telephone & Telecomm	258.40	354.40	-96.00	-27.09%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 489.02</b>	<b>\$ 954.40</b>	<b>-\$ 465.38</b>	<b>-48.76%</b>
300 Operating Expenses - Fixed			0.00	
301 Accounting, Bookkpg, Audit	537.50	535.76	1.74	0.32%
303 Bank fees	85.05	41.60	43.45	104.45%
305 Conferences & Meetings	30.00		30.00	
310 Depreciation expense	33.86	60.15	-26.29	-43.71%
312 Meals	43.14	131.90	-88.76	-67.29%
313 Memberships & Subscriptions	148.97	178.67	-29.70	-16.62%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 878.52</b>	<b>\$ 948.08</b>	<b>-\$ 69.56</b>	<b>-7.34%</b>
400 Operating Expenses - Variable			0.00	
410 Postage, Mailings	14.42		14.42	
420 Printing and Copying	1.67	339.71	-338.04	-99.51%
425 Supplies - Class/Office	123.15	215.56	-92.41	-42.87%
426 Supplies - Gas Cards/Gift Cards	100.00	1,325.47	-1,225.47	-92.46%
430 Stipends to Indiv.	350.00	1,650.00	-1,300.00	-78.79%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 589.24</b>	<b>\$ 3,530.74</b>	<b>-\$ 2,941.50</b>	<b>-83.31%</b>
500 Personnel Expenses			0.00	
501 Salaries & Wages	10,189.07	11,655.32	-1,466.25	-12.58%
502 Payroll Taxes	1,634.12	1,842.64	-208.52	-11.32%
504 Benefits - Retirement	267.80	267.80	0.00	0.00%
515 Mileage	65.05	81.57	-16.52	-20.25%
520 Training & Continuing Ed	49.00		49.00	
<b>Total 500 Personnel Expenses</b>	<b>\$ 12,205.04</b>	<b>\$ 13,847.33</b>	<b>-\$ 1,642.29</b>	<b>-11.86%</b>
<b>Total Expenditures</b>	<b>\$ 14,161.82</b>	<b>\$ 19,280.55</b>	<b>-\$ 5,118.73</b>	<b>-26.55%</b>
<b>Net Operating Revenue</b>	<b>-\$ 10,861.82</b>	<b>-\$ 7,189.95</b>	<b>-\$ 3,671.87</b>	<b>-51.07%</b>
<b>Net Revenue</b>	<b>-\$ 10,861.82</b>	<b>-\$ 7,189.95</b>	<b>-\$ 3,671.87</b>	<b>-51.07%</b>

**YWCA Great Lakes Bay Region**  
**Statement of Financial Position Comparison**  
As of February 29, 2024

	Total		Change	% Change
	As of Feb 29, 2024	As of Feb 28, 2023 (PY)		
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Bank Accounts</b>				
1st State Bank Checking	77,073.52	83,652.37	-6,578.85	-7.86%
Diaper Bank			0.00	
Diaper Bank - Arenac	2,706.48	3,145.56	-439.08	-13.96%
Diaper Bank - Bay	3,922.64	3,468.86	453.78	13.08%
<b>Total Diaper Bank</b>	<b>\$ 6,629.12</b>	<b>\$ 6,614.42</b>	<b>\$ 14.70</b>	<b>0.22%</b>
Huntington Checking	81.00	91.00	-10.00	-10.99%
<b>Total Bank Accounts</b>	<b>\$ 83,783.64</b>	<b>\$ 90,357.79</b>	<b>-\$ 6,574.15</b>	<b>-7.28%</b>
<b>Accounts Receivable</b>				
Accounts receivable	40,000.00	108,166.00	-68,166.00	-63.02%
<b>Total Accounts Receivable</b>	<b>\$ 40,000.00</b>	<b>\$ 108,166.00</b>	<b>-\$ 68,166.00</b>	<b>-63.02%</b>
<b>Other Current Assets</b>				
BACF Endowment Fund	11,335.17	11,335.17	0.00	0.00%
Huntington Investment	365,466.80	331,826.35	33,640.45	10.14%
<b>Total Other Current Assets</b>	<b>\$ 376,801.97</b>	<b>\$ 343,161.52</b>	<b>\$ 33,640.45</b>	<b>9.80%</b>
<b>Total Current Assets</b>	<b>\$ 500,585.61</b>	<b>\$ 541,685.31</b>	<b>-\$ 41,099.70</b>	<b>-7.58%</b>
<b>Fixed Assets</b>				
Accumulated depreciation	-10,687.09	-10,413.17	-273.92	-2.63%
Computer software	2,209.58	1,610.58	599.00	37.19%
Furniture and Equipment	10,349.85	10,209.85	140.00	1.37%
<b>Total Fixed Assets</b>	<b>\$ 1,872.34</b>	<b>\$ 1,407.26</b>	<b>\$ 465.08</b>	<b>33.05%</b>
<b>Other Assets</b>				
Prepaid expenses	911.63	666.23	245.40	36.83%
Security Deposits	2,000.00	0.00	2,000.00	
<b>Total Other Assets</b>	<b>\$ 2,911.63</b>	<b>\$ 666.23</b>	<b>\$ 2,245.40</b>	<b>337.03%</b>
<b>TOTAL ASSETS</b>	<b>\$ 505,369.58</b>	<b>\$ 543,758.80</b>	<b>-\$ 38,389.22</b>	<b>-7.06%</b>
<b>LIABILITIES AND EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts payable	1,035.00	1,529.52	-494.52	-32.33%
<b>Total Accounts Payable</b>	<b>\$ 1,035.00</b>	<b>\$ 1,529.52</b>	<b>-\$ 494.52</b>	<b>-32.33%</b>
<b>Credit Cards</b>				
1st State Bank Credit Card	13.03	2,674.75	-2,661.72	-99.51%
Huntington Bank Credit Card	535.33		535.33	
<b>Total Credit Cards</b>	<b>\$ 548.36</b>	<b>\$ 2,674.75</b>	<b>-\$ 2,126.39</b>	<b>-79.50%</b>
<b>Other Current Liabilities</b>				
Accrued Wages	5,094.54	5,996.41	-901.87	-15.04%
Deferred Revenue	3,575.00	4,850.00	-1,275.00	-26.29%
Diaper Bank Funds	6,629.12	6,614.42	14.70	0.22%
Payroll Liabilities	0.00	0.00	0.00	
Federal Taxes (941/944)	2,451.14	2,723.45	-272.31	-10.00%
MI Income Tax	829.48	980.32	-150.84	-15.39%
MI Local Tax	0.00	54.68	-54.68	-100.00%
MI Unemployment Tax	1,843.00	2,060.74	-217.74	-10.57%
SUTA Payable	1.00	1.00	0.00	0.00%
YWCA After Tax Contribution	0.00	28.18	-28.18	-100.00%
YWCA Retirement Company	267.82	0.02	267.80	1339000.00%
<b>Total Payroll Liabilities</b>	<b>\$ 5,392.44</b>	<b>\$ 5,848.39</b>	<b>-\$ 455.95</b>	<b>-7.80%</b>
<b>Total Other Current Liabilities</b>	<b>\$ 20,691.10</b>	<b>\$ 23,309.22</b>	<b>-\$ 2,618.12</b>	<b>-11.23%</b>
<b>Total Current Liabilities</b>	<b>\$ 22,274.46</b>	<b>\$ 27,513.49</b>	<b>-\$ 5,239.03</b>	<b>-19.04%</b>
<b>Total Liabilities</b>	<b>\$ 22,274.46</b>	<b>\$ 27,513.49</b>	<b>-\$ 5,239.03</b>	<b>-19.04%</b>
<b>Equity</b>				
<b>Temp. Restricted Net Assets</b>				
Temp. Restricted Net Assets			0.00	
Bay Area Community Foundation	11,335.17	11,335.17	0.00	0.00%
<b>Total Temp. Restricted Net Assets</b>	<b>\$ 11,335.17</b>	<b>\$ 11,335.17</b>	<b>\$ 0.00</b>	<b>0.00%</b>
<b>Unrestricted Net Assets</b>	<b>495,424.18</b>	<b>525,164.73</b>	<b>-29,740.55</b>	<b>-5.66%</b>
Net Revenue	-23,664.23	-20,254.59	-3,409.64	-16.83%
<b>Total Equity</b>	<b>\$ 483,095.12</b>	<b>\$ 516,245.31</b>	<b>-\$ 33,150.19</b>	<b>-6.42%</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 505,369.58</b>	<b>\$ 543,758.80</b>	<b>-\$ 38,389.22</b>	<b>-7.06%</b>



**YWCA Great Lakes Bay Region**  
**Statement of Activity Comparison**  
January - March, 2024

	Total			
	Jan - Mar, 2024	Jan - Mar, 2023 (PY)	Change	% Change
<b>Revenue</b>				
101 Grant Income	5,000.00	0.00	5,000.00	
102 Program/Event Income	14,200.00	13,769.00	431.00	3.13%
103 Contributions			0.00	
103.1 Corporate Contributions	500.00	6,035.00	-5,535.00	-91.71%
103.2 Individual Contributions	529.68	102.53	427.15	416.61%
<b>Total 103 Contributions</b>	<b>\$ 1,029.68</b>	<b>\$ 6,137.53</b>	<b>-\$ 5,107.85</b>	<b>-83.22%</b>
Uncategorized Revenue		6,065.60	-6,065.60	-100.00%
<b>Total Revenue</b>	<b>\$ 20,229.68</b>	<b>\$ 25,972.13</b>	<b>-\$ 5,742.45</b>	<b>-22.11%</b>
<b>Gross Profit</b>	<b>\$ 20,229.68</b>	<b>\$ 25,972.13</b>	<b>-\$ 5,742.45</b>	<b>-22.11%</b>
<b>Expenditures</b>				
200 Facilities and Equipment			0.00	
201 Building Rent and Parking	6,000.00	1,880.00	4,120.00	219.15%
204 Property Insurance	409.20	204.60	204.60	100.00%
205 Utilities	424.27		424.27	
206 Telephone & Telecomm	596.80	1,140.85	-544.05	-47.69%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 7,430.27</b>	<b>\$ 3,225.45</b>	<b>\$ 4,204.82</b>	<b>130.36%</b>
300 Operating Expenses - Fixed			0.00	
301 Accounting, Bookkpg, Audit	1,067.00	1,589.76	-522.76	-32.88%
302 Advertising/Marketing		314.74	-314.74	-100.00%
303 Bank fees	320.75	248.63	72.12	29.01%
305 Conferences & Meetings	50.00		50.00	
310 Depreciation expense	101.58	120.30	-18.72	-15.56%
312 Meals	241.53	259.03	-17.50	-6.76%
313 Memberships & Subscriptions	2,347.38	1,995.36	352.02	17.64%
325 Insurance, Liability, D & O	348.75	1,692.85	-1,344.10	-79.40%
330 Investment Fees	919.23	853.18	66.05	7.74%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 5,396.22</b>	<b>\$ 7,073.85</b>	<b>-\$ 1,677.63</b>	<b>-23.72%</b>
400 Operating Expenses - Variable			0.00	
405 Books, Library, Reference		24.51	-24.51	-100.00%
410 Postage, Mailings	96.16	34.91	61.25	175.45%
415 Gifts	185.00		185.00	
420 Printing and Copying	934.49	1,274.21	-339.72	-26.66%
425 Supplies - Class/Office	607.47	699.82	-92.35	-13.20%
426 Supplies - Gas Cards/Gift Cards	100.00	1,998.59	-1,898.59	-95.00%
430 Stipends to Indiv.	400.00	3,050.00	-2,650.00	-86.89%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 2,323.12</b>	<b>\$ 7,082.04</b>	<b>-\$ 4,758.92</b>	<b>-67.20%</b>
500 Personnel Expenses			0.00	
501 Salaries & Wages	35,661.76	40,680.63	-5,018.87	-12.34%
502 Payroll Taxes	4,571.13	5,313.31	-742.18	-13.97%
503 Benefits - Health Insur	280.00		280.00	
504 Benefits - Retirement	937.30	932.15	5.15	0.55%
515 Mileage	216.19	282.49	-66.30	-23.47%
520 Training & Continuing Ed	147.00		147.00	
525 Outside Contract Services	250.00	625.00	-375.00	-60.00%
<b>Total 500 Personnel Expenses</b>	<b>\$ 42,063.38</b>	<b>\$ 47,833.58</b>	<b>-\$ 5,770.20</b>	<b>-12.06%</b>
<b>Total Expenditures</b>	<b>\$ 57,212.99</b>	<b>\$ 65,214.92</b>	<b>-\$ 8,001.93</b>	<b>-12.27%</b>
<b>Net Operating Revenue</b>	<b>-\$ 36,983.31</b>	<b>-\$ 39,242.79</b>	<b>\$ 2,259.48</b>	<b>5.76%</b>
<b>Other Revenue</b>				
104 Investment Income (Expense)	1,462.79	1,253.47	209.32	16.70%
Unrealized Gain(Loss)	15,851.02	14,280.37	1,570.65	11.00%
<b>Total Other Revenue</b>	<b>\$ 17,313.81</b>	<b>\$ 15,533.84</b>	<b>\$ 1,779.97</b>	<b>11.46%</b>
<b>Net Other Revenue</b>	<b>\$ 17,313.81</b>	<b>\$ 15,533.84</b>	<b>\$ 1,779.97</b>	<b>11.46%</b>
<b>Net Revenue</b>	<b>-\$ 19,669.50</b>	<b>-\$ 23,708.95</b>	<b>\$ 4,039.45</b>	<b>17.04%</b>

**YWCA Great Lakes Bay Region**  
**Budget vs. Actuals: Budget\_FY24\_P&L - FY24 P&L**  
 January - March, 2024

	Actual	Budget	Total over Budget	% of Budget
<b>Revenue</b>				
101 Grant Income	5,000.00	47,100.00	-42,100.00	10.62%
102 Program/Event Income	14,200.00	7,524.99	6,675.01	188.70%
103 Contributions	0.00	0.00	0.00	
103.1 Corporate Contributions	500.00	5,375.01	-4,875.01	9.30%
103.2 Individual Contributions	529.68	2,874.99	-2,345.31	18.42%
103.3 Board Giving	0.00	999.99	-999.99	0.00%
<b>Total 103 Contributions</b>	<b>\$ 1,029.68</b>	<b>\$ 9,249.99</b>	<b>-\$ 8,220.31</b>	<b>11.13%</b>
105 Fee for Service	0.00	1,875.00	-1,875.00	0.00%
<b>Total Revenue</b>	<b>\$ 20,229.68</b>	<b>\$ 65,749.98</b>	<b>-\$ 45,520.30</b>	<b>30.77%</b>
<b>Gross Profit</b>	<b>\$ 20,229.68</b>	<b>\$ 65,749.98</b>	<b>-\$ 45,520.30</b>	<b>30.77%</b>
<b>Expenditures</b>				
200 Facilities and Equipment	0.00	0.00	0.00	
201 Building Rent and Parking	6,000.00	4,500.00	1,500.00	133.33%
202 Equip Rental & Maintenance	0.00	300.00	-300.00	0.00%
204 Property Insurance	409.20	0.00	409.20	
205 Utilities	424.27	600.00	-175.73	70.71%
206 Telephone & Telecomm	596.80	675.00	-78.20	88.41%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 7,430.27</b>	<b>\$ 6,075.00</b>	<b>\$ 1,355.27</b>	<b>122.31%</b>
300 Operating Expenses - Fixed	0.00	0.00	0.00	
301 Accounting, Bookkpg, Audit	1,067.00	2,874.99	-1,807.99	37.11%
302 Advertising/Marketing	0.00	600.00	-600.00	0.00%
303 Bank fees	320.75	249.99	70.76	128.31%
305 Conferences & Meetings	50.00	750.00	-700.00	6.67%
310 Depreciation expense	101.58	99.99	1.59	101.59%
312 Meals	241.53	1,749.99	-1,508.46	13.80%
313 Memberships & Subscriptions	2,347.38	1,100.01	1,247.37	213.40%
314 Permits, License Fees	0.00	300.00	-300.00	0.00%
324 Website Design & Maintce.	0.00	75.00	-75.00	0.00%
325 Insurance, Liability, D & O	348.75	999.99	-651.24	34.88%
330 Investment Fees	919.23	750.00	169.23	122.56%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 5,396.22</b>	<b>\$ 9,549.96</b>	<b>-\$ 4,153.74</b>	<b>56.51%</b>
400 Operating Expenses - Variable	0.00	0.00	0.00	
405 Books, Library, Reference	0.00	2,124.99	-2,124.99	0.00%
410 Postage, Mailings	96.16	300.00	-203.84	32.05%
415 Gifts	185.00	500.01	-315.01	37.00%
420 Printing and Copying	934.49	637.50	296.99	146.59%
425 Supplies - Class/Office	607.47	1,125.00	-517.53	54.00%
426 Supplies - Gas Cards/Gift Cards	100.00	2,124.99	-2,024.99	4.71%
430 Stipends to Individ.	400.00	999.99	-599.99	40.00%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 2,323.12</b>	<b>\$ 7,812.48</b>	<b>-\$ 5,489.36</b>	<b>29.74%</b>
500 Personnel Expenses	0.00	0.00	0.00	
501 Salaries & Wages	35,661.76	33,125.01	2,536.75	107.66%
502 Payroll Taxes	4,571.13	3,249.99	1,321.14	140.65%
503 Benefits - Health Insur	280.00	0.00	280.00	
504 Benefits - Retirement	937.30	1,250.01	-312.71	74.98%
515 Mileage	216.19	249.99	-33.80	86.48%
520 Training & Continuing Ed	147.00	125.01	21.99	117.59%
525 Outside Contract Services	250.00	7,449.99	-7,199.99	3.36%
<b>Total 500 Personnel Expenses</b>	<b>\$ 42,063.38</b>	<b>\$ 45,450.00</b>	<b>-\$ 3,386.62</b>	<b>92.55%</b>
910 Other Types of Expenses	0.00	612.51	-612.51	0.00%
<b>Total Expenditures</b>	<b>\$ 57,212.99</b>	<b>\$ 69,499.95</b>	<b>-\$ 12,286.96</b>	<b>82.32%</b>
<b>Net Operating Revenue</b>	<b>-\$ 36,983.31</b>	<b>-\$ 3,749.97</b>	<b>-\$ 33,233.34</b>	<b>986.23%</b>
<b>Other Revenue</b>				
104 Investment Income (Expense)	1,462.79	3,750.00	-2,287.21	39.01%
Unrealized Gain(Loss)	15,851.02	0.00	15,851.02	
<b>Total Other Revenue</b>	<b>\$ 17,313.81</b>	<b>\$ 3,750.00</b>	<b>\$ 13,563.81</b>	<b>461.70%</b>
<b>Net Other Revenue</b>	<b>\$ 17,313.81</b>	<b>\$ 3,750.00</b>	<b>\$ 13,563.81</b>	<b>461.70%</b>
<b>Net Revenue</b>	<b>-\$ 19,669.50</b>	<b>\$ 0.03</b>	<b>-\$ 19,669.53</b>	<b>-65564999.96%</b>



**YWCA Great Lakes Bay Region**  
**Statement of Activity Comparison**  
**March 2024**

	Total			
	Mar 2024	Mar 2023 (PY)	Change	% Change
<b>Revenue</b>				
101 Grant Income	5,000.00	-5,000.00	10,000.00	200.00%
102 Program/Event Income	4,450.00	6,669.00	-2,219.00	-33.27%
103 Contributions			0.00	
103.1 Corporate Contributions	500.00	4,035.00	-3,535.00	-87.61%
<b>Total 103 Contributions</b>	<b>\$ 500.00</b>	<b>\$ 4,035.00</b>	<b>-\$ 3,535.00</b>	<b>-87.61%</b>
<b>Total Revenue</b>	<b>\$ 9,950.00</b>	<b>\$ 5,704.00</b>	<b>\$ 4,246.00</b>	<b>74.44%</b>
<b>Gross Profit</b>	<b>\$ 9,950.00</b>	<b>\$ 5,704.00</b>	<b>\$ 4,246.00</b>	<b>74.44%</b>
<b>Expenditures</b>				
200 Facilities and Equipment			0.00	
201 Building Rent and Parking	3,000.00	650.00	2,350.00	361.54%
204 Property Insurance	204.60		204.60	
205 Utilities	193.65		193.65	
206 Telephone & Telecomm	80.00	394.40	-314.40	-79.72%
<b>Total 200 Facilities and Equipment</b>	<b>\$ 3,478.25</b>	<b>\$ 1,044.40</b>	<b>\$ 2,433.85</b>	<b>233.04%</b>
300 Operating Expenses - Fixed			0.00	
301 Accounting, Bookkpg, Audit	529.50	527.00	2.50	0.47%
302 Advertising/Marketing		189.74	-189.74	-100.00%
303 Bank fees	78.51	126.98	-48.47	-38.17%
310 Depreciation expense	33.86		33.86	
312 Meals		51.15	-51.15	-100.00%
313 Memberships & Subscriptions	197.41	345.26	-147.85	-42.82%
325 Insurance, Liability, D & O		775.60	-775.60	-100.00%
330 Investment Fees	919.23	853.18	66.05	7.74%
<b>Total 300 Operating Expenses - Fixed</b>	<b>\$ 1,758.51</b>	<b>\$ 2,868.91</b>	<b>-\$ 1,110.40</b>	<b>-38.70%</b>
400 Operating Expenses - Variable			0.00	
405 Books, Library, Reference		24.51	-24.51	-100.00%
410 Postage, Mailings	1.63	26.99	-25.36	-93.96%
420 Printing and Copying	814.66	339.71	474.95	139.81%
425 Supplies - Class/Office		55.40	-55.40	-100.00%
426 Supplies - Gas Cards/Gift Cards		673.12	-673.12	-100.00%
430 Stipends to Indiv.		300.00	-300.00	-100.00%
<b>Total 400 Operating Expenses - Variable</b>	<b>\$ 816.29</b>	<b>\$ 1,419.73</b>	<b>-\$ 603.44</b>	<b>-42.50%</b>
500 Personnel Expenses			0.00	
501 Salaries & Wages	15,283.62	16,830.37	-1,546.75	-9.19%
502 Payroll Taxes	1,169.21	1,428.27	-259.06	-18.14%
503 Benefits - Health Insur	280.00		280.00	
504 Benefits - Retirement	401.70	401.70	0.00	0.00%
515 Mileage	32.50	73.82	-41.32	-55.97%
520 Training & Continuing Ed	49.00		49.00	
525 Outside Contract Services		625.00	-625.00	-100.00%
<b>Total 500 Personnel Expenses</b>	<b>\$ 17,216.03</b>	<b>\$ 19,359.16</b>	<b>-\$ 2,143.13</b>	<b>-11.07%</b>
<b>Total Expenditures</b>	<b>\$ 23,269.08</b>	<b>\$ 24,692.20</b>	<b>-\$ 1,423.12</b>	<b>-5.76%</b>
<b>Net Operating Revenue</b>	<b>-\$ 13,319.08</b>	<b>-\$ 18,988.20</b>	<b>\$ 5,669.12</b>	<b>29.86%</b>
<b>Other Revenue</b>				
104 Investment Income (Expense)	1,462.79	1,253.47	209.32	16.70%
Unrealized Gain(Loss)	15,851.02	14,280.37	1,570.65	11.00%
<b>Total Other Revenue</b>	<b>\$ 17,313.81</b>	<b>\$ 15,533.84</b>	<b>\$ 1,779.97</b>	<b>11.46%</b>
<b>Net Other Revenue</b>	<b>\$ 17,313.81</b>	<b>\$ 15,533.84</b>	<b>\$ 1,779.97</b>	<b>11.46%</b>
<b>Net Revenue</b>	<b>\$ 3,994.73</b>	<b>-\$ 3,454.36</b>	<b>\$ 7,449.09</b>	<b>215.64%</b>

**YWCA Great Lakes Bay Region**  
**Statement of Financial Position Comparison**  
As of March 31, 2024

	Total		Change	% Change
	As of Mar 31, 2024	As of Mar 31, 2023 (PY)		
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Bank Accounts</b>				
1st State Bank Checking	86,383.01	75,934.42	10,448.59	13.76%
Diaper Bank			0.00	
Diaper Bank - Arenac	2,706.48	3,145.56	-439.08	-13.96%
Diaper Bank - Bay	3,429.80	3,468.86	-39.06	-1.13%
<b>Total Diaper Bank</b>	<b>\$ 6,136.28</b>	<b>\$ 6,614.42</b>	<b>-\$ 478.14</b>	<b>-7.23%</b>
Huntington Checking	81.00	86.00	-5.00	-5.81%
<b>Total Bank Accounts</b>	<b>\$ 92,600.29</b>	<b>\$ 82,634.84</b>	<b>\$ 9,965.45</b>	<b>12.06%</b>
<b>Accounts Receivable</b>				
Accounts receivable	22,500.00	99,666.00	-77,166.00	-77.42%
<b>Total Accounts Receivable</b>	<b>\$ 22,500.00</b>	<b>\$ 99,666.00</b>	<b>-\$ 77,166.00</b>	<b>-77.42%</b>
<b>Other Current Assets</b>				
BACF Endowment Fund	11,335.17	11,335.17	0.00	0.00%
Huntington Investment	381,861.38	346,507.01	35,354.37	10.20%
<b>Total Other Current Assets</b>	<b>\$ 393,196.55</b>	<b>\$ 357,842.18</b>	<b>\$ 35,354.37</b>	<b>9.88%</b>
<b>Total Current Assets</b>	<b>\$ 508,296.84</b>	<b>\$ 540,143.02</b>	<b>-\$ 31,846.18</b>	<b>-5.90%</b>
<b>Fixed Assets</b>				
Accumulated depreciation	-10,720.95	-10,413.17	-307.78	-2.96%
Computer software	2,209.58	1,610.58	599.00	37.19%
Furniture and Equipment	10,349.85	10,209.85	140.00	1.37%
<b>Total Fixed Assets</b>	<b>\$ 1,838.48</b>	<b>\$ 1,407.26</b>	<b>\$ 431.22</b>	<b>30.64%</b>
<b>Other Assets</b>				
Prepaid expenses	911.63	666.23	245.40	36.83%
Security Deposits	2,000.00	0.00	2,000.00	
<b>Total Other Assets</b>	<b>\$ 2,911.63</b>	<b>\$ 666.23</b>	<b>\$ 2,245.40</b>	<b>337.03%</b>
<b>TOTAL ASSETS</b>	<b>\$ 513,046.95</b>	<b>\$ 542,216.51</b>	<b>-\$ 29,169.56</b>	<b>-5.38%</b>
<b>LIABILITIES AND EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Accounts Payable</b>				
Accounts payable	2,777.37	1,814.92	962.45	53.03%
<b>Total Accounts Payable</b>	<b>\$ 2,777.37</b>	<b>\$ 1,814.92</b>	<b>\$ 962.45</b>	<b>53.03%</b>
<b>Credit Cards</b>				
1st State Bank Credit Card	946.29	2,180.56	-1,234.27	-56.60%
<b>Total Credit Cards</b>	<b>\$ 946.29</b>	<b>\$ 2,180.56</b>	<b>-\$ 1,234.27</b>	<b>-56.60%</b>
<b>Other Current Liabilities</b>				
Accrued Wages	5,094.54	5,996.41	-901.87	-15.04%
Deferred Revenue	3,575.00	4,850.00	-1,275.00	-26.29%
Diaper Bank Funds	6,136.28	6,614.42	-478.14	-7.23%
Payroll Liabilities	0.00	0.00	0.00	
Federal Taxes (941/944)	3,676.75	3,985.34	-308.59	-7.74%
MI Income Tax	1,451.59	1,669.16	-217.57	-13.03%
MI Local Tax	0.00	77.88	-77.88	-100.00%
MI Unemployment Tax	1,843.00	2,201.49	-358.49	-16.28%
SUTA Payable	1.00	1.00	0.00	0.00%
YWCA After Tax Contribution	53.56	34.36	19.20	55.88%
YWCA Retirement Company	401.72	0.02	401.70	2008500.00%
<b>Total Payroll Liabilities</b>	<b>\$ 7,427.62</b>	<b>\$ 7,969.25</b>	<b>-\$ 541.63</b>	<b>-6.80%</b>
<b>Total Other Current Liabilities</b>	<b>\$ 22,233.44</b>	<b>\$ 25,430.08</b>	<b>-\$ 3,196.64</b>	<b>-12.57%</b>
<b>Total Current Liabilities</b>	<b>\$ 25,957.10</b>	<b>\$ 29,425.56</b>	<b>-\$ 3,468.46</b>	<b>-11.79%</b>
<b>Total Liabilities</b>	<b>\$ 25,957.10</b>	<b>\$ 29,425.56</b>	<b>-\$ 3,468.46</b>	<b>-11.79%</b>
<b>Equity</b>				
Temp. Restricted Net Assets			0.00	
Bay Area Community Foundation	11,335.17	11,335.17	0.00	0.00%
<b>Total Temp. Restricted Net Assets</b>	<b>\$ 11,335.17</b>	<b>\$ 11,335.17</b>	<b>\$ 0.00</b>	<b>0.00%</b>
Unrestricted Net Assets	495,424.18	525,164.73	-29,740.55	-5.66%
Net Revenue	-19,669.50	-23,708.95	4,039.45	17.04%
<b>Total Equity</b>	<b>\$ 487,089.85</b>	<b>\$ 512,790.95</b>	<b>-\$ 25,701.10</b>	<b>-5.01%</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 513,046.95</b>	<b>\$ 542,216.51</b>	<b>-\$ 29,169.56</b>	<b>-5.38%</b>

**Summary of Grants for 2024 Programs**

<i>SUM of Grant Amount</i>		<i>Program</i>		
<i>Date Awarded</i>	<i>Grantor</i>	<i>InterACT</i>	<i>WEEP</i>	<i>Grand Total</i>
2021	Huntington Bank		15000	15000
2021 Total			15000	15000
2022	UW Saginaw Co		30000	30000
2022 Total			30000	30000
2023	AV Dow Foundation		25000	25000
	HSC Cares	24500		24500
	Meijer Bay City		500	500
	PNC Foundation		5000	5000
	Target		0	0
2023 Total		24500	30500	55000
2024	Dr. Scholls Foundation		0	0
	Enbridge Fueling Futures	0		0
	Gerstacker		0	0
	Morley Family Found		5000	5000
	TeamUp Dow Championship		0	0
	UW Bay Co		0	0
	YWCA USA UJI	10000		10000
Zonta Club of Midland		1000	1000	
2024 Total		10000	6000	16000
<b>Grand Total</b>		<b>34500</b>	<b>81500</b>	<b>116000</b>

**Certified Resolution of the Membership or Board of Directors Authorizing the Application for Special License**

(Required under Administrative Rule R 436.576 - Not Required for Candidate Committee)

At a  Regular  Special meeting of the  Membership  Board of Directors

called to order by \_\_\_\_\_ on May 16, 2024 at \_\_\_\_\_  
(Date) (Time)

the following resolution was offered:

Moved by \_\_\_\_\_ and supported by \_\_\_\_\_

that the application from YWCA Great Lakes Bay Region  
(Name of Organization)

for a Special License to serve alcohol on Aug. 7, 2024 - Aug. 10 2024  
(Event Date or Dates)

to be located at 113 Center Ave. Bay City MI 48708  
(Physical Address - Include Location Name, Street Address, City, State, & Zip Code)

It is the consensus of this body that the application be \_\_\_\_\_ for issuance.  
(Recommended or Not Recommended)

**Approval Vote Tally**

Yeas: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

**Certification by Authorized Officer of Organization:**

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the

Membership  Board of Directors at a  Regular  Special meeting held on \_\_\_\_\_  
(Date)

Print Name & Title of Authorized Officer

Signature of Authorized Officer

Date

## Association Bylaws



For the sole use of the YWCA Great Lakes Bay Region.  
*Unauthorized reproduction is strictly prohibited.*  
Revised May 2024

- Article 1: Name, Mission, and Function
- Article 2: Voting Delegates to National Meetings
- Article 3: Programmatic Members
- Article 4: Qualifications for Governance Roles
- Article 5: Board of Directors
- Article 6: Director's Meetings
- Article 7: Officers of the Association
- Article 8: Nomination and Election Procedures
- Article 9: Committees of the Association
- Article 10: Staff of the Association
- Article 11: Contracts, Loans, Checks, and Deposits; Special Corporate Acts
- Article 12: Off Site locations
- Article 13: Indemnification
- Article 14: Fiscal Year
- Article 15: Rules of Order
- Article 16: General Amendments
- Article 17: Amendments Affecting Membership in the YWCA USA
- Article 18: Miscellaneous Provisions

### *Revisions*

*Amended December 2019*

*Amended November 2016 - 8.2 Duties*

*Amended September 2016 – 7.5 Quorum & 6.5 Removal*

*Amended October 8, 2015*

*Amended September 19, 2010*

*Effective February 27, 2008*

**ARTICLE 1 - Name, Mission, and Function**

1.1 Name.

The YWCA Great Lakes Bay Region (hereinafter referred to as "the Association"), is a member of the Young Women's Christian Association of the United States of America, Inc. ("YWCA USA") and maintains that membership in accordance with the bylaws of the YWCA USA.

1.2 Mission.

The Association unites in the following statement of Mission ("the Mission"): The YWCA Great Lakes Bay Region is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all. We advance our mission through programs and advocacy focused on women's empowerment and anti-racism.

1.3 Organization.

- A. The Association is a charitable organization and at all times and within such purposes shall operate exclusively for charitable, scientific, and educational purposes, within the meaning of Section 501(c)(3) of the Internal Revenue Code.
- B. The Association is a non-profit, Directorship Corporation. The association shall have no members as defined by MCL - Section 450.2108 of the Michigan Legislature
- C. The Association may not take any action prohibited by the laws of Michigan.
  - The Association may not engage in any activities that do not further the Mission or its purposes as set forth in the Articles of Incorporation and these Bylaws. The Association may not take any action that would be inconsistent with the requirements for an exemption under Section 501(c)(3) of the Internal Revenue Code and the related regulations, rulings, and procedures.

**ARTICLE 2 – Voting Delegates to National Meetings**

2.1 Qualification.

Voting delegates to meetings of YWCA USA (i.e the individuals appointed by the Association to exercise its voting rights as a member of YWCA USA) must be directors of the Association or executives of the Association designated by the Board of Directors.

**Deleted:** Voting delegates to meetings of the YWCA USA shall be Members who have consented to individual acceptance of responsibility to further the achievement of the Mission of the Association. ¶

2.2 Selection.

The Board of Directors shall appoint voting delegates to meetings of YWCA USA in accordance with the provisions of the YWCA USA Bylaws.

**Deleted:** The Board of Directors shall appoint two voting delegates to meeting of the YWCA USA in accordance with the provisions of the Bylaws of the YWCA USA, as applicable. At least one (1) of the voting delegates to the YWCA USA must be a volunteer.¶

2.3 Salaries and Expenses.

The voting delegates to the meetings for the YWCA USA shall not receive a salary or other compensation but shall be entitled to reimbursement of reasonable expenses for travel.

**Article 3 - Programmatic Members**

3.1. Programmatic Members

The Board of Directors shall have the authority to create one or more categories of programmatic members who are permitted to participate in certain activities of the Association; provided, however, that such programmatic members shall not be corporate members with

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voting or other rights granted by and described in MCL - Section 450.2108 of the Michigan Legislature.

### 3.2 Qualifications

Any person who subscribes to and upholds the Mission may join the Association as a programmatic member. No person who subscribes to and upholds the Mission shall be excluded from joining the Association as a programmatic member, nor shall such person be otherwise discriminated against within the Association.

### 3.3 Dues.

Payment of dues may be required to become a programmatic member. Such dues shall be at such rate or rates as may be from time to time prescribed by the Board of Directors. Members of certain program groups may be exempt from dues by action of the Board of Directors. Section

### 3.4. Revocation.

The Board of Directors reserves the right to revoke programmatic membership for good and sufficient reasons.

### 3.5 Transfer of Status.

Individuals may be received in transfer from any other local association of YWCA USA. Activity fees may be required in addition to dues to participate in activities.

## **ARTICLE 4 – Qualifications for Governance Roles**

### **4.1 Qualifications.**

Qualifications. Governance roles at the Association shall be reserved solely for persons who subscribe to and uphold the Mission. Notwithstanding the foregoing, at the reasonable discretion of the Board of Directors, and consistent with the Mission, governance roles at the Association may be reserved solely for persons who identify as female, including transgender women and those who identify as non-binary or gender non-conforming, and who subscribe to and uphold the Mission. For these purposes, "governance roles" shall mean service as a director of the Association.

## **ARTICLE 5 - Board of Directors**

### **5.1 Number.**

There shall be no fewer than 5 and not more than 20 Directors of the Association.

### **5.2 Responsibilities.**

As the leaders of the Association, the Board of Directors is responsible for:

- A. Determining and approving the Association's overall direction, key aims, and policies that ensure alignment with and the ability to forward the YWCA Mission.

- B. Electing directors to the Board of Directors;

- C. Monitoring the organization's overall fiscal, programmatic operations, and public relations status to ensure alignment with and the ability to forward the YWCA Mission.

**Deleted:** Directors, Officers and individuals serving on the standing committees shall accept responsibility to further the achievement of the Mission of the Association. Directors must provide meaningful service (meeting attendance, participation and/or financial support.) Special consideration will be given to an individual who has volunteered for the YWCA GLBR before applying to the Board of Directors.¶

D. Sustaining membership in the YWCA USA by ensuring ongoing compliance with current membership affiliation requirements.

5.3 Nominations.

Procedures for nomination of Directors, as established in Article 8 of these Bylaws, shall assure a Board of Directors that is representative of the community. **The Association is committed to diversity and will strive to reflect the diversity demographics of the Great Lakes Bay Region on the Board of Directors.**

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5.4 Election, Term of Office, Vacancies.

~~A. Election. One-third (1/3) of the entire number of the Board of Directors, exclusive of ex-officio directors, shall be elected by the Board of Directors from candidates nominated according to provisions in Article 8 of these bylaws.~~

**Deleted:** may be elected annually by the Board of Directors from candidates nominated by the Board Governance Committee according to provisions in Article 8 of these bylaws.¶

B. Term of Office. Each Director's term of office shall be three (3) years. Each Director shall serve until her term expires and her successor is elected and qualified, or until her earlier resignation or removal. The date of the Board meeting subsequent to the election shall be the date on which the term of office begins and expires. No Director may serve more than three (3) full terms in succession unless exception is made according to the following provisions:

- a. When a re-nomination to the Board of Directors is requested by the Board Governance Committee in order that the Director serving three (3) full terms previously may be nominated as Chair of the Association;
- b. To extend the term of a Chair by nominating her to fill a vacancy for not more than three (3) years of an unexpired term when unusual circumstances require continuity in the office of Board Chair.

B. Vacancies. The Board will fill any vacancies occurring in the interim between annual elections from nominations made by the Association Board Governance Committee. The person appointed to fill such a vacancy shall serve the remainder of the term and then be eligible for nomination and election for three (3) succeeding full terms.

5.5 Removal.

Any Director may be removed by the act of a majority vote of the Directors present at a meeting at which a quorum is present, with or without cause. In addition, the Board of Directors may remove a Director who is absent from two (2) consecutive Directors meetings by majority vote of the Directors present at a Directors meeting when a quorum exists. **This also includes actions taken by a director which are contrary to the mission of, or injurious to, YWCA.** When a Director is removed, her successor shall be elected or appointed according to Section 5.4 above to complete the predecessor's term.

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5.6 Conflict of Interest.

No Director will vote on any matter in which, to her knowledge, the Director, a member of the Director's immediate family or life partner, or an organization in which the Director is serving as an officer, trustee, partner, employee, or independent contractor has a direct or indirect conflict of interest as defined by the policies of the Association. A director will disclose fully to the Board



the nature of any potential conflict of interest. Her failure to do so will be cause for immediate removal from the Board of Directors. A Conflict-of-Interest policy is signed by all Board members during the first meeting each year.

5.7 Salaries and Expenses.

No Director shall receive a salary or other compensation by reason of the fact that she is a Director, but shall be entitled to reimbursement of reasonable expenses for travel.

5.8 Resignations.

A Director may resign at any time through formal notice to the Board Chair. The Board Chair will notify the Board of the resignation. The resignation is effective upon its receipt by the Board Chair or a subsequent time as set forth in the notice of resignation.

5.9 Committees of the Board of Directors.

There shall be such standing and special committees of the Board of Directors as are required to carry on its work. All standing committees are established by the Board of Directors. The Board Chair of each standing committee of the Board of Directors shall be a Director.

**ARTICLE 6 – Directors’ Meetings**

6.1 Meetings.

A. Annual Meeting. The annual meeting of the Board of Directors may be held at such place and at such time as the Board of Directors may determine. The annual meeting may be for the purpose of (i) receiving annual reports of the Board of Directors, officers, and various committees; (ii) holding an election or announcing results of elections of the Board of Directors; (iii) holding an election or announcing results of elections of officers; (iv) receiving and approving financial statements showing the financial position of the Association as of the close of its most recent complete fiscal year and the results of operations during such year; and (v) transacting such other business as may come before the meeting.

B. Other Regular Meetings. In addition to the annual meeting, the Directors may have such other regular meetings as may be established by resolution of the Board of Directors. Each regular meeting shall be held at such place as the Chair or the Board of Directors may specify.

A. Special Meetings. Special meetings of the Board may be called by the Chair or Board of Directors at any time and place and shall be called within five (5) days of a request in writing from the Chair or one-third of the Directors, such request specifying the object of the special meeting. No other business shall be transacted.

6.2 Methods of Conducting a Meeting.

Directors may participate in a meeting by, or conduct the meeting using any means of communication by which all participating directors may simultaneously hear each other's communications during the meeting.

6.3 Notice.

Deleted: Annual Meeting. The annual meeting of the Directors may be held at such place, at such time as the Board of Directors may determine. The annual meeting may be for the purpose of ¶

Deleted: <#>receiving annual reports of the Board of Directors, Officers, and various committees; ¶ receiving and approving financial statements showing the financial position of the Association as of the close of its most recent complete fiscal year and the results of operations during such year; and ¶ transacting such other business as may come before the meeting.¶

Deleted: Directors may participate in a meeting via conference call or electronic meeting services, as long as the participating Directors can understand each other's communications. ¶

A written notice of any meeting of the directors, regular or special, shall be mailed or delivered personally or electronically to each director who is entitled to attend the meeting at least five (5) days in advance thereof, and shall indicate the time and place of the meeting. Notice for a special meeting shall also include the purpose of such meeting. The Board of Directors shall direct how notice will be given.

#### 6.4 Waiver of Notice.

Any Director may waive notice of any meeting by email by the Director, signed before or after the holding of the meeting. The attendance of a Director at a meeting shall constitute a waiver of notice of such meeting, except when a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

#### 6.5 Quorum.

A majority of the Directors of the Association shall constitute a quorum at the meetings, but if less than a majority of the Directors present at a meeting, a majority of the Directors present may adjourn the meeting from time to time without further notice.

#### 6.6 Voting Procedures.

- A. All directors shall be entitled to attend any meeting of the Board of Directors and vote on such matters subject to a vote of the directors. Voting by proxy shall not be permitted. The Board of Directors may invite other persons to attend its meetings, but such persons shall have no vote.
- B. Voting at a meeting may be by ballot, voice, or show of hands as the Chairperson of the meeting may rule, unless otherwise determined by the directors entitled to vote.
- C. Except as otherwise required by law, the Articles of Incorporation, or these Bylaws, the act of the majority of the directors present at a meeting at which a quorum is present shall be the act of the Board of Directors.

#### 6.7. Presumption of Assent.

A director of the Association who is present at a meeting of the Board of Directors at which action on any corporate matter is taken shall be presumed to have assented to the action taken unless: A) that director's dissent is entered in the minutes of the meeting; B) that director files a written dissent to such action with the person acting as the Secretary of the meeting before the adjournment thereof; or C) that director forwards a written dissent by certified mail to the Secretary of the Association immediately after the adjournment of the meeting.

Such right to dissent shall not apply to a director who voted in favor of such action.

#### 6.8 Consent Without Meeting.

Any action required or permitted by the Articles of Incorporation, these Bylaws, or any provision of law to be taken by the Board of Directors or committee thereof at a meeting or by resolution may be taken without a meeting if a consent in writing, setting forth the action so taken, shall be signed by all of the directors or members to the committee then in office. Such consent shall

**Deleted:** <#>All Directors shall be entitled to attend any meeting and shall be entitled to vote on such matters pertinent to the Association and subject to a vote of the Directors. ¶

**Deleted:** <#>Voting by proxy shall not be permitted. Other persons may be invited to attend such meetings, but such persons shall have no vote. ¶

**Deleted:** Board of Director elections will be conducted via electronic ballot unless otherwise determined by the Directors who are eligible to vote.

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**Deleted:** Unless otherwise required by law, the Articles of Incorporation, or these Bylaws, any question presented to a meeting of the Directors at which a quorum is present shall be determined by a majority of those actually voting. ¶

**Deleted:** 6.7 → Manner of Action. ¶

have the same effect as a vote of such directors or committee members and may be stated as such in any Articles or documents filed with the State of Michigan.

## ARTICLE 7 - Officers of the Association

### 7.1 Officers.

- A. The Officers of the Association shall be a Chair, Vice Chair, an Executive Director, a Secretary, and a Treasurer. The Chair, Vice Chair, Secretary and Treasurer must be voting directors. Additional Officers may be added if approved by a vote from the Board of Directors.
- B. Election: The Board of Directors shall elect the officers.
- C. Additional Officers: The Board of Directors may elect one (1) or more additional Vice Chairs, Assistant Secretaries, and Assistant Treasurers, each of whom may be a Director, and may also appoint such other Officers, employees, and agents as they may deem necessary for the transaction of the business of the Association.
- D. All directors must subscribe to and uphold the YWCA's mission: to eliminate racism, empower women, and promote peace, justice, freedom, and dignity for all.

### 7.2 Duties.

- A. Chair: Partnering with the Executive Director, the Chairperson is responsible for motivating others toward the fulfillment of the Mission. The Chairperson may sign approved contracts or designate, with the approval of the Board of Directors, the appropriate person. The Chairperson shall have such other powers and duties as may from time to time be prescribed by the Bylaws or by resolutions of the Board of Directors.
- B. Vice Chair: In the absence of the Chairperson, the Vice Chairperson shall perform the duties of Chairperson, and when so acting, shall have all the powers of and be subject to all the restrictions upon the Chairperson. The Vice Chairperson shall perform such other duties as from time to time may be assigned to the Vice Chairperson by the Chairperson or by the Board of Directors.
- C. Executive Director: The Executive Director shall be the principal executive officer of the Association and subject to the direction of the Board of Directors, shall supervise all of the business and affairs of the Association. The Executive Director shall serve as ex-officio, non-voting director. The Executive Director shall be required to attend national training, conferences, and meetings as prescribed by the Board of Directors. The Executive Director shall have authority, subject to such rules as may be prescribed by the Board of Directors, to appoint such agents and employees of the Association as the Executive Director shall deem necessary; to prescribe their powers, duties, and compensation; and to delegate authority to them. Such agents and employees shall hold office at the discretion of the Executive Director. The Executive Director shall have authority to sign, execute, and acknowledge, on behalf of the Association, all deeds, mortgages, bonds, stock certificates, contracts, leases, reports, and all other documents, or instruments necessary or proper to be executed in the course of the Association's regular business, or which shall be authorized by resolution of the Board of Directors; and, except as otherwise provided by law or the Board of Directors,

**Deleted:** Except as otherwise provided in these Bylaws, the act of the majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors. ¶

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**Deleted:** Chair Elect

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**Deleted:** Chair: The Board Chair shall preside at all business meetings of the membership. She

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**Deleted:** may appoint other Officers to preside over Board or other meetings as needed. The Board Chair runs the Governance committee. ¶

**Deleted:** Chair Elect

**Deleted:** The Chair Elect shall be responsible for major areas of the Association as determined by the organization's structure that is approved by the Board of Directors. The Chair Elect shall have all the powers, as designated, and perform all the duties of the Board Chair in her absence.

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the Executive Director may authorize any other officer or agent of the Association to sign, execute, and acknowledge such documents or instruments in the Executive Director's place and stead. In general, the Executive Director shall perform all duties as may be prescribed by the Board of Directors from time to time.

D. Secretary: The Secretary shall serve as the Secretary of the meetings of the Board of Directors. The Secretary shall see that directors are properly notified according to procedures approved by the Board of Directors. The Secretary shall be responsible for keeping accurate minutes of such meetings, including a record of all actions taken and may be assisted by recorders appointed by the Executive Director.

E. Treasurer: The Treasurer shall ensure that the financial operations of the Association are managed effectively and efficiently, and that the funds of the Association are deposited in a bank designated by the Board of Directors. The Treasurer shall see that an audit is conducted by a qualified auditor at the end of the fiscal year and shall assure that a complete financial statement is presented at the annual meeting of the Board of Directors. The Treasurer shall provide all requested financial and statistical information requested by YWCA USA and shall see that all financial obligations to YWCA USA are paid at the time designated by the Board of Directors or the Finance Committee.

F. Assistants and Acting Officers. Assistant Secretaries and Assistant Treasurers, if any, selected by the Board of Directors shall perform such duties and have such authority as shall from time to time be delegated or assigned to them by the Secretary or the Treasurer, respectively, or by the Executive Director or the Board of Directors. The Board of Directors shall have the power to appoint any person to perform the duties of an officer whenever for any reason it is impracticable for such officer to act personally. Such acting officer so appointed shall have the powers of and be subject to all the restrictions upon the officer to whose office the acting officer is so appointed except as the Board of Directors may by resolution otherwise determine.

### 7.3 Election.

The Board Governance Committee will present a slate of Officers for election by the Board of Directors. The officers shall be elected by the Board of Directors at the annual meeting of the Board of Directors. They shall serve for one (1) year or until their successors are elected. The Chair holds their position for two (2) years.

### 7.4 Removal.

Any Officer elected or appointed by the Board of Directors may be removed by two-thirds (2/3) vote of the Directors with or without cause. This also includes actions taken by a director which are contrary to the mission of, or injurious to, YWCA.

### 7.5 Vacancies.

A vacancy in any office may be filled by the Board of Directors for the unexpired portion of the term.

### 7.6 Salaries.

**Deleted:** The Secretary of the Association shall serve as the Secretary of the of meetings. She shall see that members are properly notified according to procedures approved by the Board of Directors. She shall be responsible for keeping accurate minutes of such meetings, including a record of all actions taken. She may be assisted by recorders appointed by the Chair. ¶

**Deleted:** The Treasurer shall ensure that the financial operations of the Association are managed effectively and efficiently, and that the funds of the Association are deposited in a bank designated by the Board of Directors. She shall see that an audit is conducted by a qualified auditor at the end of the fiscal year. She shall assure that a complete financial statement is presented at the Annual meeting of the Association. The Treasurer shall ensure that an annual audit is sent to the YWCA USA as required by the Bylaws of the YWCA USA. She shall provide all requested financial and statistical information requested by the YWCA of the USA. The Treasurer shall see that all financial obligations to the YWCA of the USA are paid at the time designated by the Board of Directors or the Finance Committee. The treasurer will serve on the finance committee

**Deleted:** at a last quarter board meeting

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**Deleted:** provided that they are still Directors. They may be re-elected for additional terms at the discretion of the Board...

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No Officer, other than the Executive Director, shall receive a salary from the Association by reason of the fact that she is an Officer of the Association.

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7.7 Service in More Than One Office.

Any two (2) offices of the Association, except those of Chair and Vice Chair, and Executive Director may be held by the same person but no officer shall sign, acknowledge, or verify any instrument in more than one capacity.

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#### ARTICLE 8 - Nomination and Election Procedures

8.1 Nomination.

The Board Governance Committee, in accordance with Section 7.3, shall present to the Board of Directors a roster, including nominees for Board of Directors, Officers, and the Board Governance Committee, in advance of the annual meeting of the Board of Directors.

8.2 Balloting Methods: The Board of Directors shall be responsible for the establishment of balloting methods that safeguard the rights of directors to a secret ballot and that provide assurance that ballots are cast only by directors.

#### ARTICLE 9 - Committees of the Association

9.1 Board Standing Committees. Directors must serve on one committee.

A. Board Governance Committee: The Board Governance Committee consists of the executive officers of the Board: The Chair, Vice Chair, Past Chair, Secretary, and Treasurer. The Executive Director shall serve as an ex-officio, non-voting member of the Governance Committee.

Deleted: Chair Elect

- a. The Governance Committee plays several critical roles: making recommendations to the board in emergency situations and serving as a communication link with other members of the board, especially the committee chairs.
- b. The Board Governance Committee is commissioned by and responsible to the Board of Directors to assume the primary responsibility for matters pertaining to Board of Directors recruitment, nominations, orientation, training, and evaluation in accordance with the by-laws of the organization as well as established policies and practices approved by the Board of Directors.
- c. The Board Governance Committee monitors Board member attendance and may make nominations for the Lorraine Patterson Award and other community sources of recognition.

B. Finance Committee: The Finance Committee is charged with the responsibility of overall financial management, oversight of the Corporation's auditing, accounting and financial reporting processes and shall be charged with the duty of reviewing the annual budget and presenting it to the Board of Directors for approval. The Committee shall make periodic reports to the Board of Directors concerning budget matters during each fiscal year. The Board of Directors, in consultation with the Finance Committee, Executive Director ensure, (i) the integrity of the Corporation's financial statements, (ii) the Corporation's compliance with legal and regulatory requirements, (iii) the Corporation's

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systems of internal controls regarding finance, accounting, legal compliance and ethics. The Treasurer, Chairperson, and Executive Director shall be members of the Finance Committee. Other members at large may be appointed by the Board of Directors and need not be directors of the Association. The Treasurer serves as Chairperson of the Finance Committee. The Finance Committee may also serve as the Audit Committee of the Association.

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- C. Program Committees: Program Committees are responsible for delivering programs that promote the YWCA's mission.
- a. Advocacy Committee: The Advocacy Committee educates members and the community on critical issues affecting women and people of color and focuses its collective power in public policy and legislative forums. The Advocacy Committee, in consultation with the Board of Directors and Executive Director, will determine goals to increase awareness and understanding of the YWCA's mission, relevance in our community, and strategies for improving visibility of the association to maintain a leadership position in advancing the issues. The Advocacy Committee also advocates for the mission-related work to eliminate racism. The Advocacy Committee, in consultation with the Board of Directors and Executive Director, will determine goals to increase awareness and understanding of the YWCA's mission.
  - b. Appointed Committees: The Chair shall have the authority to appoint special committees of the Association for specific studies, concerns, or events related to the work of the Association when such responsibilities are not delegated to standing or special committees of the Board of Directors.

Deleted: <#>Fund Development Committee: The Fund Development Committee is commissioned by and responsible to the Board of Directors to assume two primary responsibilities. The first responsibility is to expand the regional understanding of the mission, programs and the organizational image of the YWCA Great Lakes Bay Region. The second is to set strategy, budget goals and raise non-grant funds to meet the needs of the organization. The Development Committee, in consultation with the Board of Directors, Finance Committee, Executive Director and Marketing Coordinator, will determine the fund development goals for the Development Committee.¶  
Finance Committee: The Finance Committee is charged with the responsibility of overall financial management, oversight of the Corporation's auditing, accounting and financial reporting processes and shall be charged with the duty of reviewing the annual budget and presenting it to the Board of Directors for approval. The Committee shall make periodic reports to the Board of Directors concerning budget matters during each fiscal year. The Board of Directors, in consultation with the Finance Committee, Executive Director insure, (i) the integrity of the Corporation's financial statements, (ii) the Corporation's compliance with legal and regulatory requirements, (iii) the Corporation's systems of internal controls regarding finance, accounting, legal compliance and ethics. ¶

## ARTICLE 10 - Staff of the Association

### 10.1 Employment.

All staff shall be employed according to policies established by the Board of Directors.

### 10.2 Management.

The management of the Association shall be entrusted by the Board of Directors to the Executive Director and such other management staff as may be required. The Executive Director serves as an ex officio, non-voting member of the board.

## ARTICLE 11 - Contracts, Loans, Checks, and Deposits; Special Corporate Acts

### 11.1 Contracts.

The Board of Directors may authorize any Officer or Officers, agent or agents, to enter into any contracts, to execute and deliver any instrument, or to acknowledge any instrument required by law to be acknowledged in the name of and on behalf of the Association. Such authority may be general or confined to specific instances but the appointment of any person other than an Officer to acknowledge an instrument required by law to be acknowledged should be made by an instrument in writing. When the Board of Directors authorizes the execution of a contract or any other instrument in the name of and on behalf of the Association, without specifying the executing Officers, the Chair or the Secretary may execute the same.

11.2 Loans.

No loans shall be contracted on behalf of the Association and no evidences of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors. Such authority may be general or confined to specific instances.

11.3 Checks, Drafts, Etc.

All checks, drafts, or other orders for the payment of money, notes, or other evidence of indebtedness issued bin the name of the Association, shall be signed by such officer or officers, agent or agents, of the Association and in such manner as shall from time to time be determined by resolution of the Board of Directors. ▼

**Deleted:** or other orders for the payment of money, issued in the name of the Association, shall be signed by the Executive Director or an Officer of the Association. Checks over \$2000 need two signatures: the signature of the Executive Director and the signature of an officer of the Association.

11.4 Deposits.

All funds of the Association not otherwise employed shall be deposited from time to time to the credit of the Association in such banks, trust companies, or other depositories as the Board of Directors may select.

11.5 Voting of Securities Owned by the Association.

Subject to the specific directions of the Board of Directors, any shares or other securities issued by any other corporation and owned or controlled by the Association may be voted at any meeting or security holders of such other corporation by the Executive Director of the Association, or, in the absence of the Executive Director, by the Treasurer of the Association; or in the absence of the Executive Director and Treasurer, by the Secretary of the Association. Such consent with respect to any shares or other securities issued by any other corporation and owned by the Association shall be executed in the name of the Association by the Chair, Treasurer, or Secretary of the Association without necessity of any authorization by the Board of Directors, affixation of corporate seal or countersignature, or attestation by another Officer.

11.6 Contracts Between the Association and Related Persons.

Any contract or other transaction between the Association and one or more of its Directors, or between the Association and any firm or entity of which one (1) or more of the Association's Directors are Directors, Officers, partners, shareholders, or employees, shall be valid for all purposes, notwithstanding the presence of such Director or Directors at the meeting of the Board of Directors of the Association which acts upon, or in reference to, such contract or transaction, and notwithstanding the Director or Directors participation in such action, if the fact of such interest is disclosed or known to the Board of Directors and the Board of Directors shall authorize, approve, and ratify such contract or transaction by a vote of a majority of the Directors present, such interested Director or Directors to be counted in determining whether a quorum is present, but not to be counted as voting upon the matter or in calculating the majority of such quorum necessary to carry such vote. This section shall not be interpreted to invalidate any contract or other transaction which would otherwise be valid under the common and statutory law applicable thereto.

**ARTICLE 12 - Off Site locations**

12.1 Organization.

The Association may organize such branches as may be expedient for the development of the Association in certain geographic areas within the total community served by the Association.

12.2 Discontinuance.

The Association may discontinue any of the branches, provided the proposal has been referred to a Board of Directors meeting for discussion and consideration. Final decision and action shall be the responsibility of the Board of Directors.

**ARTICLE 13 - Indemnification**

13.1 Indemnification.

The Corporation shall indemnify its Directors and officers against expenses (including attorney fees), judgments, fines, and amounts paid in settlement actually and reasonably incurred by them in connection with any actions or suits brought or threatened against them, including actions by or in the right of the Corporation, by reason of the fact that such person served as a Director or officer of the Corporation, to the fullest extent provided by law.

13.2 Authorization of Indemnification:

Indemnification shall be made unless there is a determination that such officer or director did not act in good faith and in a manner he/she reasonably believed to be in or not opposed to the best interests of the Corporation. Such determination shall be made by majority vote of a quorum of directors who were not parties to such action or suit.

13.2 Indemnification of Other Employees

Other employees, agents, or other non-Director or non-officer volunteers may be indemnified by the Corporation in accordance with the statutes and laws applicable to Michigan nonprofit corporations.

13.3 Liability Insurance.

The Association will maintain Director insurance on behalf of any person who is or was a Director, Officer, employee, or agent of the Association, or is or was serving at the request of the Association as a Director, Officer, employee, or agent of another Association, partnership, joint venture, trust, or other enterprise against any liability asserted against her and incurred by her in any such capacity or arising out of her status as such, whether or not the Association would have the power to indemnify her against such liability under this Bylaw.

**ARTICLE 14 - Fiscal Year**

14.1 Fiscal Year.

The Fiscal year of the Association shall begin on January 1 and end on December 31.

**ARTICLE 15 - Rules of Order**

15.1 Rules.

The proceedings of the Association shall be governed by Robert's Rules of Order, Newly Revised, except where these rules conflict with provisions of applicable law, these Bylaws, or any special rules of order the Association may adopt.



**ARTICLE 16 - General Amendments**

16.1 Bylaw Amendments. These Bylaws may be amended at any regular or special meeting of the membership, by the act of an affirmative majority vote of the Directors present at a meeting at which a quorum is present, that:

- A. The amendment does not relate to membership in the YWCA USA; and
- B. Notice of the meeting stating that a proposed Bylaw amendment will be considered and voted upon has been given to the Directors at least five (5) days prior to the meeting.

**ARTICLE 17 - Amendments Affecting Membership in the YWCA USA**

17.1 Transfer of Membership in the YWCA USA or Change in Form of Organization.

For any Bylaw amendment which would alter these Bylaws in such a way as to affect the Association's affiliation with the YWCA USA, the required procedures for general amendments must be met and, in addition, the amendment must be passed by the act of an affirmative majority of the Directors present at a meeting at which a quorum is present, at two (2) subsequent meetings of the membership.

17.2 Dissolution or Reorganization.

Any action to dissolve the Association or to reorganize it in a form which would not qualify for continued membership in the YWCA USA must be passed by the affirmative vote of the majority of the Directors present at a meeting at which a quorum is present, at two (2) successive membership meetings after the following requirements have been met:

- A. The proposal was approved by the Board of Directors after consultation with the YWCA USA staff;
- B. Written notice of the proposed action was sent to the voting Members at least two (2) weeks prior to each meeting at which such action was to be considered; and
- C. The notice of these meetings stated that the proposed action would be considered and voted upon.
- D. Disposition of Assets upon Dissolution.
  - a. Upon the dissolution of the YWCA Great Lakes Bay Region, the Board of Directors shall, after paying or making provision for the payment of all liabilities of the Association, dispose of its assets exclusively to fulfill the stated purposes of the Association.
  - b. Distribution shall create a designated fund at a local Community Foundation to continue to progress the YWCA mission in the local communities that the YWCA GLBR serves.
  - c. The Board of Directors, by the act of an affirmative majority of the Directors present at a meeting at which a quorum is present, will determine which, or all, Community Foundations at the time of dissolution.
  - d. Local Community Foundations must be qualified as an exempt organization(s) under Section 501(c)(3) of the Internal Revenue Code or corresponding provision of any future United States Internal Revenue law and qualified to receive.

- e. Any assets not so disposed of shall be disposed of by the district court of the county in which the registered office of the Association is then located exclusively to fulfill the stated purposes of the Association as said court shall determine.
- f. In no event shall any portion of the Association's assets revert to or vest in any donor, incorporator, trustee, officer, agent or custodian of the Association or any private person or individual.

**ARTICLE 18 - Miscellaneous Provisions**

18.1 Construction of Bylaws.

If any Bylaw provision is held to be invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability will not affect any other provision and the Bylaws shall be construed as if the invalid, illegal, or unenforceable provision had not been included in the Bylaws. The headings used in these Bylaws are used for convenience and shall not be considered in construing the terms of these Bylaws.