

**COUNTY OF RIVERSIDE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**APPLICATION FOR CITY OF BEAUMONT
2020 - 2021 COOPERATING CITY ALLOCATION**

I. GENERAL INFORMATION

Applicant Name: **BOYS & GIRLS CLUBS OF THE SAN GORGONIO PASS**

Type of Organization: Non-Profit Organization Faith Based Organization

For-Profit Organization Institution of Higher Education

Cooperating City

Address: 1015 Carnation Lane (Anna Hause Elementary)/38755 Brookside Ave (Brookside Elementary)

City: BEAUMONT

Zip Code: 92223

Mailing Address: PO Box 655

City: Beaumont

Zip Code: 92223

Telephone Number: 951-922-3259 Fax Number: 951-922-0009

Executive Director/City Staff: Amy Herr

Telephone Number: (951)922-3259 ext 203 E-mail: jathherr@gmail.com

Program Manager: Megan Grisham

Telephone Number: 951-922-3259 ext 204 E-mail: bgcmegan@yahoo.com

Grant Writer: Megan Grisham

Address (If different from above):

Telephone Number: 951-922-3259 E-mail: bgcmegan@yahoo.com

II. ORGANIZATIONAL HISTORY (This is applicable only if you are a non-profit organization)

Date Organization founded: 10/13/2005

Date Organization incorporated as a non-profit organization (Attach Articles of Incorporation and Bylaws): 11/04/2005

Federal identification number: 20-3812932

DUNS Number: 004791886

Organization Web Address: WWW.BGCSGPASS.COM

Does your Organization expend \$750,000 or more a year in federal funds? Y or N

Number of paid staff: 60

Number of volunteers: 17

Members/Board of Directors (Attach): PLEASE SEE ATTACHED DOCUMENT

III. PROJECT ACTIVITY

A. Name of Project: Camp Kids

B. Specific Location of Project

(Attach Project Map - include street address; if a street address has not been assigned provide APN)

Street or APN:

City: Beaumont

Zip Code: 92223

C. CDBG Funds Requested: \$20,000 *(total amount for the project only)*

D. Where will the proposed activity occur (be specific as to the geographic boundaries)? If the project involves a new or existing facility, what is the proposed service/benefit area for the facility?

Brookside Elementary School in Beaumont during summer, Anna Hause Elementary school during Thanksgiving, Winter and Spring Break.

E. In which City (ies)/Communities does the activity occur?

City (ies): BEAUMONT

Community (ies): BEAUMONT

NOTE: EDA will make the final determination of the appropriate service area of all proposals.

F. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other entitlement jurisdictions? (i.e., County district(s) 1st, 2nd, 3rd, 4th, and/or 5th, City of Palm Springs, City of Moreno Valley, City of Riverside, etc.)

N/A

G. Check ONLY the applicable category your application represents.

- Public Service
- Homeless Activities
- Real Property Acquisition (Must consult with EDA prior to submitting application)
- Housing
- Rehabilitation/Preservation (please provide picture of structure)
- Public Facilities (construction)
- Infrastructure (i.e. Streets, Sewer, Sidewalk, etc.)
- Other: (provide description) _____

H. Respond to A & B only if this application is for a **public service** project.

(a) Is this a NEW service provided by your agency? Yes No

(b) If service is not new, will the existing public service activity level be substantially increased or improved?_
Yes. These funds allow the BGCSGP to run camp programs that allow low income youth to participate.

IV. PROJECT NARRATIVE

A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity.

The city of Beaumont continues to see tremendous growth, with new families and businesses moving in, however there are still many families struggling to make ends meet. While their city continues to blossom around them, these families continue to struggle, making assistance and affordable, high quality youth programming even further out of reach. According to the United States Census American Fact Finder, 22.8% of children in Riverside County and 14.4% of children in Beaumont live below the poverty line. Most youth lose about two months of grade-level equivalency in mathematical computation skills over the

summer months. Low-income youth also lose more than two months in reading achievement, while their middle-class peers make slight gains (Review of Educational Research). According to our NYOI (National Youth Outcomes Initiative) survey, used to gauge outcomes of our local Boys & Girls Clubs of the San Gorgonio Pass (BGCSGP) youth, our members year after year state that they receive the vast majority of health knowledge and good character education from Club programs. Out of school time, especially for our needy youth, means less education and less opportunities to make good choices.

Now, more than ever, our young people need positive role models in their lives to provide the guidance and supervision necessary for them to become good citizens, despite adversity. The Boys & Girls Clubs of the San Gorgonio Pass stands ready to provide the services and programs that our youth desperately need. The BGCSGP is respectfully requesting a \$20,000 grant to support the Camp Kids program to provide summer, fall, winter and spring break camps to underserved youth in Beaumont. By providing a safe environment with enriching programs, the BGCSGP will help insulate them against the negative influences they are facing. Through our camp program, children will be offered programming in Boys & Girls Club's core program areas: Character & Leadership, the Arts, Health & Life Skills, Education & Technology and Sports & Recreation. Activities will include high-yield academic games, photography, art, cultural enrichment, field trips, computer education, cooking and nutrition, as well as fun, holiday and culture inspired crafts and games. Three programs that will be highlighted are Project Learn, Boys & Girls Clubs of America initiative and plan to make education fun, by ensuring academic activities are hands on, build skills and incorporate youth interest. Character Creators will build a desire to lead, make good choices, resist peer pressure and bullying, give back to the community and demonstrate good teamwork through intentional National programs, as well as locally developed BGCSGP activities. Lastly, we will highlight Healthy Habits, where members learn the foundation of a healthy lifestyle through exercise, cooking, and participating in engaging activities written by our National Organization. The BGCSGP believes that by providing the Camp Kids program, we are able to meet our mission "to inspire and enable all youth, especially those who need us most, to reach their full potential as productive and caring citizens."

B. Provide a detailed description of the proposed use of the CDBG funds only (e.g. construction design, purchase of specific equipment, rent, supplies, utilities, salaries, etc.):

The BGCSGP will continue to offer scholarships and discounts to families in need during out of school time. With the increase in dollars received four grant cycles ago, the BGCSGP was able to implement a scholarship sliding scale that covered 30% to 100% of program cost based on income. Our goal is to make sure no child is turned away from camp based on the inability to pay the fees. Aside from the scholarships awarded, camp price is reduced from regular, in school fees.

As a result of lower fees and scholarships, the funds will mainly be used to offset the cost of salaries for our highly trained and professional staff, so that we may continue providing high quality programming at a low cost. The BGCSGP camps run during the time parents need us most: from 6:30a to 6:00P, Monday through Friday. Staff create impactful program schedules that are hands on, educational and engaging. Boys & Girls Club staff are trained by National Boys & Girls Club officials, attend frequent in house training and attend Region 10 and California Department of Education after school training six or more times per year.

Furthermore, the programs implemented during these out of school breaks continue to maintain the same rigor and quality control as our regular school year program. The BGCSGP will use some of the funds for supplies in order to provide hands on learning opportunities and field trips to museums and other places of learning and significance throughout Southern California.

- C. What are the goals and objectives of the project, service, or activity? How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be qualitative)?

The goals and objectives of the project are to provide programming for Beaumont youth ages 5-12 during out of school time. This funding would allow us the opportunity to provide at-risk youth and working families who need impactful care for their children, the ability to attend camp at a reduced fee. All members will benefit from a competitive price, while those in need of further assistance would be able to receive scholarships. In addition to providing a safe, positive place for young people to grow, Club staff would provide fun, enriching, character building programming geared towards teaching youth to be leaders in their community. Although we offer many high-yield activities each day during Camp, we will hold a strong focus in three categories: Project Learn, a BGC National Initiative based on research showing that youth do much better in school when they spend their non-school hours engaged in fun, but academically beneficial, activities. Project Learn will cover STEM, the Arts, cultural learning, reading and language arts, as well as "Tech Time," where members compete on educational apps during structured time. Character Creators: a local BGC initiative to create strong leaders at a young age, including volunteerism, communication, conflict resolution and self esteem, using both National Curriculum from our SMART (skills, mastery and resistance training) programs, as well as programs developed by our professional staff team. Lastly, we will focus on BGCA's Healthy Habits curriculum, creating members who are knowledgeable about and have the tools to lead a healthy lifestyle, focusing on healthy eating, exercise and a healthy mindset.

The success of the program will be measured by tracking member enrollment, staff observation of participants and the administration of pre and post tests/surveys. Parent surveys will also be conducted at the end of the various program sessions to assess their observations of their children's behaviors, knowledge and participation in activities.

- D. Please identify the project milestones using an Estimated Timeline for Project Implementation:

Goals/Objectives

Track CDBG data on new Club members Start Date 07/01/20 Completion Date 01/01/21

Recruit at-risk youth to participate in programs Start Date 07/01/20 Completion Date 04/01/21

Implement Project Learn, Character Creators, and Healthy Habits

Start Date 7/1/20 Completion Date 4/01/21

Utilize pre and post tests Start Date 7/01/20 Completion Date 4/01/21

V. PROJECT BENEFIT

- A. Indicate the number of people or households that will directly benefit from your proposal using CDBG funds: *Note: This is based on the expected number of clients to be served if the County funds your project for the requested amount.*

A total of 90 youth will be served through Camp Kids using all funding sources, with 45 of those members being served through CDBG funds.

B. Indicate the number of unduplicated clients that will be served (*An unduplicated client is counted only once, no matter how many direct services the client receives during a funding year*):

45 unduplicated youth will be served using CDBG funds.

C. Length of proposed CDBG-funded activities or service (weeks, months, year):

The Camp Kids program will run during school breaks, from 7/1/19-4/01/20

D. Service will be provided to (check one or more):

Men

Seniors

Women

Severely Disabled Adults

Children (Range of children's ages : 5-12 years)

Migrant Farm Workers

Homeless (Number of beds at facility : _____)

Families

E. What methods will be used for community involvement to assure that all who might benefit from the project are provided an opportunity to participate?

The BGCSGP will attract low income and at-risk youth to the Club in conjunction with our partners. We will reach them through the schools using teacher and principal and district referrals, parents, the Pass Collaborative, staff referrals and social media. The Camp Kids programs are well known throughout our community and continue to result in high numbers year after year.

F. What evidence is there of a long-term commitment to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

The BGCSGP has grown from serving a handful of children eleven years ago, to more than 750 daily. There continues to be tremendous need for youth programs in our community. We are committed to serving youth and will continue to serve them once the CDBG funds are expended. We will utilize funds from fundraising events, including our annual Kentucky Derby, and Fall fundraiser Chances & Cheeses. We will continue to seek additional funding sources and grants through our national organization and fundraising events in order to sustain our programs.

VI. National Objective

All CDBG-funded activities must meet at least one of the following National Objectives of the CDBG program. Indicate the category of National Objective to be met by your activity.

CATEGORY A: Benefit to low-moderate income persons (must be documented). Please choose either subcategory 1 or 2:

1. Limited Clientele:

The project serves clientele that will provide documentation of their family size, income, and ethnicity. Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons.

The Boys & Girls Clubs of the San Geronio Pass will document need by using "1," Limited Clientele Method. The BGCSGP will require income verification (pay stubs, assistance paperwork, W2s) at the time of application. Staff will use the County of Riverside's financial guidelines for the CDBG Program (as prescribed through the EDA) and require current CDBG paperwork to be completed at the time of application. This information will be updated at least once per year for all participants.

2. Clientele presumed to be principally low- and moderate-income persons:

The following groups are presumed by HUD to meet this criterion. You will be required to submit a certification from the client (s) that they fall into one of the following presumed categories.

The activity will benefit (check one or more)

- | | |
|---|---|
| <input type="checkbox"/> Abused children | <input type="checkbox"/> Homeless persons |
| <input type="checkbox"/> Battered spouses | <input type="checkbox"/> Illiterate adults |
| <input type="checkbox"/> Elderly persons | <input type="checkbox"/> Persons living with AIDS |
| <input type="checkbox"/> Severely disabled adults | <input type="checkbox"/> Migrant Farm workers |

a. Describe the clientele above to be served by this activity:

n/a

b. Discuss how this project directly benefits low- and moderate- income residents:

CDBG funds would be used to serve Beaumont's most needy youth. Our Brookside and Anna Hause Club camps serve all youth during summer and other school breaks at a low cost rate. In addition, the Club provides scholarships from 30% to 100% to families in need. CDBG funding would help to provide the highly trained, caring staff that are necessary to provide the enriching Boys & Girls Club programs, allowing costs to remain low.

CATEGORY B: Area Benefit - The project or facility serves, or is available to, ALL persons located within an area where at least 51% of the residents are low/moderate-income. (Applicant is welcome to contact a County of Riverside, EDA CDBG Program Manager for Census Information)

2010 Census Tract and Block Group numbers:

(must use 2011-2015 ACS data pursuant to HUD Notice -C&D-19-02)

<https://hud.maps.arcgis.com/apps/webappviewer/index.html?id=ffd0597e8af24f88b501b7e7f326bedd>

Total population in Census Tract(s) / block group(s): _____

Total percentage of low-moderate population in Census Tract(s) / block group(s): _____

CATEGORY C: Activities undertaken to create or retain permanent jobs, at least 51% of which will be made available to or held by low/moderate-income persons.

Proposed Job Creation/Retention

Total Jobs Expected to Create: _____

Total Jobs Expected to Retain: _____

CATEGORY D: Activities that provide assistance to micro-enterprise owners/developers who are low/moderate-income.

Proposed Assistance to Businesses

New Businesses expected to assist: _____

Existing Businesses expected to assist: _____

Enter Total Businesses expected to assist: _____

VII. FINANCIAL INFORMATION

A. Proposed Project Budget

Complete the following annual program budget to begin July 1, 2020. If your proposed CDBG-funded activity will start on a date other than July 1, 2020, please indicate starting date. Provide total Budget information and distribution of CDBG funds in the proposed budget.

The budgeted items are for the specific activity for which you are requesting CDBG funding - NOT for the budget of the "entire" organization or agency. (Note: CDBG funds requested must match amount requested in Project Activity, C above.)

(EXAMPLE: The Valley Senior Center is requesting funding for a new Senior Nutritional Program. The total cost of the program is \$15,000 and \$10,000 in CDBG funds is being requested for operating expenses associated with the proposed activity. The total Activity/Project Budget will include \$5,000 of other non-CDBG funding and \$10,000 in CDBG funds for a Grand Total of \$15,000).

	TOTAL ACTIVITY/ PROJECT BUDGET <small>(Include non-CDBG Funds and CDBG Funds)</small>	CDBG FUNDS REQUESTED-Only
I. Personnel		
A. Salaries & Wages	\$ <u>82,730</u>	\$ <u>17,000</u>
B. Fringe Benefits	\$ <u>8,959</u>	\$ _____
C. Consultants & Contract Services	\$ _____	\$ _____
PERSONNEL SUB-TOTAL	\$ <u>91,686</u>	\$ <u>17,000</u>
II. Non-Personnel		
A. Space Costs	\$ _____	\$ _____
B. Rental, Lease or Purchase of Equipment	\$ _____	\$ _____
C. Consumable Supplies	\$ <u>8,000</u>	\$ <u>1,000</u>
D. Travel	\$ <u>7,000</u>	\$ <u>2,000</u>
E. Telephone	\$ <u>400</u>	\$ _____
F. Utilities	\$ _____	\$ _____
G. Other Costs	\$ _____	\$ _____
NON-PERSONNEL SUB-TOTAL:	\$ <u>15,400</u>	\$ <u>3,000</u>
III. Other		
A. Architectural/Engineering Design	\$ _____	\$ _____
B. Acquisition of Real Property	\$ _____	\$ _____
C. Construction/Rehabilitation	\$ _____	\$ _____
D. Indirect Costs	\$ <u>2,700</u>	\$ _____
E. Other	\$ _____	\$ _____
OTHER SUB-TOTAL:	\$ <u>2,700</u>	\$ _____
GRAND TOTAL:	\$ <u>109,786</u>	\$ <u>20,000</u>

B. Leveraging

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity. Current and pending evidence of leveraging commitments/applications must be submitted with application. (Attach)

TYPE	SOURCE	AMOUNT	SOURCE	AMOUNT	SOURCE	AMOUNT	TOTAL
FEDERAL	OJP	\$10,000					\$10,000
STATE/LOCAL	Los Angeles County Summer Grant	\$5,000	Asset Forfeiture	\$5,000			\$10,000
PRIVATE	United Way	\$8,000	Laura May Stewart Foundation	\$6,000	Bank of America	\$5,000	\$19,000
OTHER	Positive Club (BGCA)	\$2,500	Coca-Cola Power Hour(BGCA)	\$10,000	Fees from other sources	\$40,000	\$52,500

TOTAL: 91,500

C. What type of long-term financial commitment is there to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

The BGCSGP has grown from serving a handful of children 13 years ago, to more than 750 daily. There continues to be tremendous need for youth programs in the Beaumont community that focuses on the whole child. We are committed to serving youth and will continue to serve them once CDBG funds are expended. We will utilize funds from fundraising events including our annual Horses & Hattitude Kentucky Derby and Chances & Cheeses fall fundraiser. We will also continue to seek grants from both the National Organization, as well as local, state and federal grants.

D. Provide a summary by line item of your organization's previous year's income and expense statement. (Attach)

Please see attachment

E. Does this project benefit residents of more than one community or jurisdiction, have requests been submitted to those other jurisdictions? Yes No

If yes, identify sources and indicate outcome. _____

If no, please explain. We will be serving youth in the Beaumont community/district. We will simultaneously apply for county dollars for the Camp Kids program.

F. Was this project or activity previously funded with CDBG? Yes No

If yes, when? The Camp Kids project has been funded for the 2019-20 year, the 2018-19 year, as well as the 2016-17 year. All years had a successful implementation.

Is this activity a continuation of a previously funded (CDBG) project? Yes No

If yes, explain: We will continue the Camp Kids programming for the upcoming school breaks.

VIII. MANAGEMENT CAPACITY

A. Describe your organization's experience in managing and operating project or activities funded with CDBG or other Federal funds.

The BGCSGP has a long history of successfully implementing projects funded with both CDBG funds and the Office of Juvenile Justice (Federal) funds. We have received CDBG funds for the past eight years for several agency programs.

B. Management Systems

Does your organization have written and adopted management systems (i.e., policies and procedures) including personnel, procurement, property management, record keeping, financial management, etc.?

The Boys & Girls Clubs of the San Geronio Pass has a strong organizational infrastructure to support the organization's day to day operations. There are written policies and procedures in place for all organizational functions. The organization employs a full-time CEO and all agency finances are reviewed monthly by the Board of Directors. The organization is audited annually. All staff are background checked, drug and TB tested. Program staff must pass the district aid test or possess a degree.

C. Capacity

Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and completion of the proposed project.

Name: Amy Herr, CEO

Qualifications: Amy has been with the organization since its inception 13 years ago. She has an extensive background in grant and fund management, budgeting, policies and procedures.

Name: Megan Grisham, Director of Operations

Qualifications: Megan has been with the BGCSGP for 10 years and has experience in grant writing, grant reporting and grant management. Megan holds a degree in business management. She has also worked directly in programs, which enables her to effectively analyze programmatic success.

IX. APPLICATION CERTIFICATION

Undersigned hereby certifies that (check box after reading each statement and digitally sign the document):

1. The information contained in the project application is complete and accurate. X
2. The applicant agrees to comply with all Federal and County policies and requirements imposed upon the project or activity funded by the CDBG program. X
3. The applicant acknowledges that the Federal assistance made available through the CDBG program funding will not be used to substantially reduce prior levels of local, (NON-CDBG) financial support for community development activities. X
4. The applicant fully understands that any facility built or equipment purchased with CDBG funds shall be maintained and/or operated for the approved use throughout its economic life, pursuant to CDBG regulation. X
5. If CDBG funds are approved, the applicant acknowledges that sufficient non-CDBG funds are available or will be available to complete the project as described within a reasonable timeframe. X
6. On behalf of the applying organization, I have obtained authorization to submit this application for CDBG funding. (DOCUMENTATION ATTACHED Minute Action and/or written Board Approval signed by the Board President) X

DATE: 10-20-19

Signature: 

Print Name/Title
Authorized Representative: Megan Grisham, Director of Operations

CHECK-LIST:

The following required documents listed below have been attached. Any missing documentation to the application will be cause for the application to be reviewed as INELIGIBLE.

Yes	No	ATTACHMENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Members/Board of Directors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Articles of Incorporation and Bylaws
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Project Activity Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Project Benefit, Category B, Low Mod Area Maps (Attach if applicable)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Leveraging (Current evidence of commitment)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Income and Expense Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Management Capacity (Detailed organizational chart)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Board Written Authorization approving submission of application



BOYS & GIRLS CLUBS
OF THE SAN GORGONIO PASS

BOARD OF DIRECTORS, 2019

Ali Ahmed, General Manager, Diamond Hills Chevrolet Buick GMC

Johana Carpio, Realtor

Tammy Carter, Local Business Owner

Linda Hanley, VP/Financial Services Officer, Bank of Hemet

Phil Hutchins, Vice President of Small Business Accounts, Bank of America

Linda Molina, Local Community Member

Clara Vera, Waste Management

State of California
Secretary of State



88

I, BRUCE McPHERSON, Secretary of State of the State of California, hereby certify:

That the attached transcript of 1 page(s) has been compared with the record on file in this office, of which it purports to be a copy, and that it is full, true and correct.



IN WITNESS WHEREOF, I execute this certificate and affix the Great Seal of the State of California this day of

NOV 04 2005

BRUCE McPHERSON
Secretary of State

2808338

ENDORSED - FILED
In the office of the Secretary of State
of the State of California

OCT 13 2005

ARTICLES OF INCORPORATION

I. The name of this corporation is *Boys & Girls Clubs of the San Geronio Pass*

II A. This corporation is a nonprofit **PUBLIC BENEFIT CORPORATION** and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for:

- public purposes or
- charitable purposes or
- public and charitable purposes.

II B. The specific purpose of this corporation is to inspire and enable all youth to realize their full potential as productive, responsible, and caring citizens by providing stimulating and challenging programs through interaction with dedicated caring people.

III The name and address in the State of California of this corporation's initial agent for service of process is:

Name Barbara Hanna
 Address 4678 W. Hoffer St
 City Banning
 State CA Zip 92220

IV

A. This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3), Internal Revenue Code.

B. No substantial part of the activities of this corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

V

The property of this corporation is irrevocably dedicated to charitable purposes and no part of the net income or assets of this corporation shall ever inure to the benefit of any director, officer or member thereof or to the benefit of any private person. Upon the dissolution or winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3), Internal Revenue Code.

Barbara Hanna

(Signature of Incorporator)

Barbara Hanna



**AMENDED AND RESTATED
BYLAWS**

of

**Boys & Girls Clubs of the San
Gorgonio Pass**

a California nonprofit public benefit corporation

1. ARTICLE I. NAME AND OFFICE

1.1. Name. The name of the Corporation (the “Corporation”) shall be the “BOYS AND GIRLS CLUBS OF THE SAN GORGONIO PASS” (whose individual clubs may be referred to herein individually, as a “Club” or collectively as the “Clubs”).

1.2. Office.

A. The principal executive office of the Corporation for the transaction of business shall be located at 50 S. 1st St., City of Banning, County of Riverside, and State of California.

B. The Board of Directors (which may also be referred to herein as the “Governing Board”) may at any time establish branch or subordinate offices at any place or places where the Corporation is qualified to do business.

2. ARTICLE II. PURPOSE AND LIMITATIONS

2.1. Purpose.

A. Organized in 2005 as a nonprofit public benefit Corporation, the specific and primary purpose of the Corporation is to operate and conduct clubhouses for the education, recreation and enrichment of the youth of the San Gorgonio Pass.

B. To meet at all times the Requirements for Membership of the Boys & Girls Clubs of America, incorporated under federal law.

2.2. Limitations. The Corporation is formed solely and exclusively for nonprofit purposes, and not for monetary gain or profit, and no monetary gain or profit shall ever inure from its business to any Director or member of the Corporation. Earnings, if any, shall be used exclusively for the purpose for which the Corporation is formed.

3. ARTICLE III. MISSION

3.1. Mission. The mission of the Boys and Girls Clubs of the San Gorgonio Pass is to inspire and enable all youth to realize their full potential as productive, responsible, and caring citizens.

4. ARTICLE IV. MEMBERSHIP

4.1. Membership. There shall be no voting “members” of the Corporation and all voting and other rights ordinarily vested in a corporate membership shall be vested in the Board of Directors, in accordance with the California Nonprofit Public Benefit Corporation Law. Non-voting youth and other club memberships may be created granting privileges that are subject to terms and conditions as specified by the Board of Directors.

5. ARTICLE V. ELECTION: BOARD OF DIRECTORS

5.1. Nominations.

- A. The Nominating Committee shall select qualified candidates for election to the Board of Directors, as prescribed in these By-Laws, Section 6.2 and 6.3 and Article X, Section 10.1(d)(ii). In October of each year, the Nominating Committee will contact each Board member whose term expires on December 31 of that year and inquire as to whether or not those members wish to continue to serve on the Board.
- B. The Nominating Committee shall make its report at the regularly scheduled November Board meeting of each calendar year. At that time, any Director present may nominate additional persons for nomination to the Board and may speak to the issue of any name in nomination. Notice of the Board Member election meeting will be provided to all Board members 7 days prior to the meeting. Notice will include the slate of candidates.
- C. The election of Directors is an action item on the agenda of the regular meeting held in November of each calendar year.

5.2. Election.

- A. The election of Directors will be conducted by secret ballot at the regularly scheduled November Board meeting. A Director is permitted to submit a written statement regarding his/her vote, which shall be added as an exhibit to the minutes. Secret ballots, with a provision for write-in candidates, shall be available for inspection, in order to comply with fundamental fairness rules inherent in the law.
- B. Before adjournment of the election meeting of the Board of Directors, the members of the Nominating Committee will confidentially tabulate the ballots and report the results, in random order, to the Board.

- C. Members of the Nominating Committee will contact the approved candidates for the Board starting with the candidate who received the most votes to the candidate who received the least votes until all seats are filled.

5.3. Seating of Directors. All elected Directors shall be seated at the January meeting of the Board of Directors and shall be participating members as of January 1. Retiring Directors shall continue to serve until December 31.

6. ARTICLE VI. BOARD OF DIRECTORS

6.1. Powers.

- A. General corporate powers. The business and affairs of the Corporation shall be managed, and all corporate powers shall be exercised, by or under the direction of the Board of Directors.
- B. Specific powers. Without prejudice to these general powers, the Directors shall have the power to:
 - (1) Select and remove all Directors, officers, agents and employees of the Corporation; prescribe any powers and duties for them that are consistent with the law, Articles of Incorporation, and these By-Laws; and fix their compensation.
 - (2) Change the principal executive office or the principal business office in the State of California from one location to another; cause the Corporation to be qualified to do business in any other state, territory, dependency or country and conduct business within or outside the State of California, for holding any Directors' meeting or meetings.
 - (3) Adopt, make and use a corporate seal and alter the form of the seal.
 - (4) Borrow money and incur indebtedness on behalf of the Corporation and cause to be executed and delivered for the Corporation's purposes, in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgage, pledges, hypothecations, and other evidences of debt and securities.

6.2. Number and Qualification.

- A. The authorized number of Directors at this time shall be not less than **seven (7) or more than twenty-five (25)**. The exact number of

authorized Directors shall be fixed, within the limits specified, by act of the Board. Directors need not be residents of the San Gorgonio Pass and may be any natural person eighteen years of age or older, of good character, and dedicated to the purpose of the Corporation.

- B. Voting power. All voting power in the Corporation shall be vested in the Board of Directors, each Director to have one vote.

6.3. Election and Term of Office.

- A. As long as a quorum is present, Directors may be elected at the May Board meeting, elected to fill a Board vacancy at any time during the year, or elected onto the Board as an additional member at any time during the year, provided the Board size complies with Section 6.2.
- B. Unless sooner removed, Directors shall serve for a two (2) year term, with all terms ending on December 31 of the applicable year. Persons elected as Director may be nominated for re-election as a Director for an unlimited number of consecutive terms.
- C. For Directors elected at the May board meeting, who are filling a vacancy created by another board member's expiring term, their terms shall begin on the July 1 of that year, and expire on June 30 two (2) years later.
- D. If a Director is elected for an initial term at any time to fill a current or upcoming Board vacancy, their term shall begin no sooner than the month following the vacating Board members last attended meeting, and shall end on the date the vacating Board member's term was to end. For Directors elected during the remainder of the year, their initial terms will be prorated either as shorter or longer than two years, and their subsequent terms, if any, shall run for two (2) years as stated above.
- E. If a Director is elected as an additional Board member, their term shall begin on the date they are elected to the Board. If the new additional Director is elected between August and December of any year, their term shall begin on the date elected and end on June 30 of the 2nd year (thus the initial term shall be between 19 and 23 months). If the new additional Director is elected between January and June of any year, their term shall begin on the date elected and end on June 30 of the 2nd year (thus the initial term shall be between 25 and 29 months).

- 6.4. Assessments. The Board of Directors may impose, from time to time, an amount which shall constitute an assessment against voting Directors to fund the general operation of the Board. The assessment shall be voluntary and in no way affect the ability of the Director to serve the Board.

6.5. Vacancies.

- A. Filling a Vacancy. The initial term of a Board member elected to fill a current or upcoming Board vacancy shall be as stated in Section 6.3 above.
- B. Events causing vacancies. A vacancy or vacancies shall be deemed to exist in case of the death, incapacity, resignation or removal of any Director, or
 - (i) the minimum authorized number of Directors is increased, or (ii) if the members fail at any annual or special meeting of the Board at which any Director or Directors are elected, to elect the full authorized number of Directors, (iii) if a Director is absent three scheduled Board meetings within a one year term, he or she shall be eligible for removal. The removal of the Director who has had three absences may appeal to the Board to determine good cause and, should the absences be excused, the Director will be reinstated to continue his/her term. If determined unexcused, the removal will become effective and the Board shall have the power to elect a successor to take office at such time as the removal shall become effective.
- C. Resignations. A vacancy caused by resignation shall become effective upon giving written notice to the Board, unless the notice specifies a later time for the resignation to become effective.

6.6. Removal.

- A. Events causing removal. A Director shall be removed on the occurrence of the following: (i) the declaration by resolution of the Board of removing a Director who has been declared of unsound mind by an order of the court or convicted of a felony or has been found by final order of judgment of any court to have breached a duty under California law, or (ii) the vote of a majority of the Directors to remove a Director.
- B. No vacancy on reduction of number of Directors. No reduction of the authorized number of Directors shall have the effect of removing any Director before that Director's term of office expires.
- C. Interested Persons. No more than forty-nine percent (49%) of persons serving on the Board may be "interested persons". An interested person is (i) any person compensated by the Corporation for services rendered to it within the previous twelve months, whether as a full-time or part-time employee, independent contractor, or otherwise (ii) any mother, father, brother, sister, son, daughter, ancestor, descendent, spouse, brother-in-law,

sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such a person. However, any violation of this paragraph shall not affect the validity or enforceability of transactions entered into by the Corporation.

- D. Self-Dealing Transactions. No Director of the Corporation nor any other Corporation, firm, association, or other entity in which one or more of the Corporation's Directors are Directors or have a material financial interest shall be interested, directly or indirectly, in any contract or transaction so long as the material financial interest is fully disclosed in good faith to the Board of Directors at the meeting in which the transaction is authorized.

This Section does not apply to a transaction that is part of an educational or charitable program of the Corporation if it (i) is approved or authorized by the Corporation in good faith and without unjustified favoritism and (ii) results in a benefit to one or more Directors or their families because they are in the class of persons intended to be benefited by the educational or charitable program of the Corporation.

7. ARTICLE VII. MEETINGS

- 7.1. Place of Meetings and Meetings by Telephone. All meetings of the Board of Directors shall be held at the principal executive office of the Corporation, or at any other place within or outside the State of California as may be designated at any time by resolution of the Board or by written consent of all voting members of the Board. If consents are given, they shall be filed with the minutes of the meeting. Any meeting may be held by conference telephone or similar communication equipment, so long as all Directors participating in the meeting can hear one another, and all such Directors shall be deemed to be present, in person, at such meeting.
- 7.2. Annual Meeting/Organizational Meeting.
- A. The annual meeting of the Board of Directors of the Corporation shall be held during the month of December of each calendar year at the place designated in Section 7.01. The annual meeting will be to handle financial matters, committee reports, the election of officers of the Corporation and the transaction of other business.
- B. Immediately following each annual meeting of the Board of Directors, the Board shall hold a regular meeting for the purpose of organization.
- 7.3. Regular Meetings. Regular meetings of the Board of Directors shall be held monthly, which includes the meetings outlined in Section 7.02, during the

calendar year at the location stated in Section 7.01. The Board shall fix a date and time for all regular meetings and communicate such date and time to the members of the Board. Further notice of regular meetings, if established, shall not be required. If the day adopted for regular meetings falls on a legal holiday, the meeting shall be rescheduled with proper notice as prescribed in these By-Laws.

- 7.4. Special Meetings. Special meetings of the Board of Directors may be called for any purpose, or purposes, by the Board President/Chief Volunteer Officer, any Vice President, Secretary, Treasurer, or any two Directors.
- 7.5. Notice of Meetings.
- A. Unless not required under provisions of these By-Laws, notice of time and place of meetings shall be given to each Director by one of the following methods: (i) by personal delivery or written notice; (ii) by first class mail, postage prepaid; (iii) by telephone or electronic communication, either directly to the Director or to a person at the Director's office who would reasonably be expected to communicate such notice promptly to the Director; or (iv) by telegram, charges prepaid. All such notices shall be given or sent to the Director's address, telephone or e-mail address as shown on the records of the Corporation.
 - B. Notices sent by first class mail shall be deposited into a United States mailbox at least four days before the time set for the meeting. Notices must be given by personal delivery, telephone, e-mail, or given to the telegraph company at least forty-eight (48) hours before the time set for the meeting.
 - C. The notices shall state the time and place for the meeting. However, it need not specify the purpose of meeting, or the place of meeting, if it is to be held at the principal executive office of the Corporation.
- 7.6. Quorum. One-half of the current number of Directors shall constitute a quorum for the transaction of any business except adjournment as provided in Section 7.08. Every act or decision done or made by a majority of the Directors present at a meeting duly held at which a quorum is present shall be regarded as an act of the Board of Directors, subject to other provisions of the By-Laws and to the provisions of the California Nonprofit Corporation Law; (i) especially those provisions in which a Director has direct or indirect material financial interest; (ii) appoint committees; and (iii) indemnification of Directors. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of Directors, if any action taken is approved by at least a majority of the required quorum for that meeting.

- 7.7. Waiver of Notice. The transaction of any meeting of the Board of Directors, however called and noticed or wherever held, shall be valid as though taken at a meeting duly held after regular call and notice if (i) a quorum is present, and (ii) either before or after the meeting, each of the Directors not present signs a written waiver of notice, a consent to hold the meeting or an approval of the minutes. The waiver of notice or consent need not specify the purpose of the meeting. Notice of a meeting shall also be deemed given to any Director who attends the meeting without protesting before or at its commencement about the lack of adequate notice.
- 7.8. Adjournment. A majority of the Directors present, whether or not constituting a quorum, may adjourn any meeting to another time and place.
- 7.9. Notice of Cancellation. Notice of the time and place of holding a cancelled or rescheduled meeting need not be given unless the meeting is rescheduled for more than 24 hours, in which case personal notice of the time and place shall be given before the time of the cancelled meeting to the Directors who were not present at the time of cancellation.
- 7.10. Action Without Meeting. Any action required or permitted to be taken by the Board of Directors may be taken without a meeting, if all Directors of the Board, individually or collectively, consent in writing to that action. Such action by written consent shall have the same force and effect as a unanimous vote of the Board of Directors. Such written consent or consents shall be filed with the minutes of the proceedings of the Board.
- 7.11. Compensation of Directors and Committee Members. Directors and members of committees shall not receive any compensation for their duties as Directors or members of committees.
- 7.12. Confidentiality. Any confidential information pertaining to employee matters, member information, legal issues, strategic decisions and general business operations obtained while serving the Corporation, and in the course of discharging their duties, Directors, officers and personnel directly serving the Corporation are bound by an "Oath of Confidentiality". Other confidential information, not presently foreseeable, may also be discussed while in service to the Board. Held to the "Oath of Confidentiality", Directors, officers and personnel serving the Corporation shall not misuse, misappropriate or disclose any such confidential information directly or indirectly to any other person, or use the information in any way, either during the term of their service or at any time thereafter, except as is required in the course of performing their duties or unless

otherwise required by law. All records, files, communications or other records related to the Clubs shall remain exclusively the property of the Clubs and shall not be removed unless necessary in the performance of one's duties, and must be returned to the Clubs in the event the subject individual is no longer a Director, officer or personnel serving the Corporation.

8. ARTICLE VIII. OFFICERS

- 8.1. Officers. The officers of the Corporation shall be Board President/Chief Volunteer Officer, hereinafter referred to as the President, Vice President, Secretary, Treasurer and such other officers, as the Board of Directors shall appoint. Each officer of the Corporation must be a member of the Board of Directors one year prior to election as an officer, and shall become a member of the Executive Committee of the Board of Directors.
- 8.2. Nominations. The Nominating Committee shall select its recommended slate of Officers from the body of continuing Directors and present its report at the regularly scheduled May Board meeting of each calendar year. At the same meeting, any Director present may place names in nomination and may speak to the issue of any name in nomination. No nomination of a candidate for a position as an Officer will be accepted unless the candidate first agrees to fulfill the responsibility as an Officer if elected. As provided in Article V, Nominations, Section 5.1(b), the Secretary shall immediately forward to each Director with the notice of meeting, a report listing the candidates nominated for each of the elected offices.
- 8.3. Election. The Board of Directors shall elect all officers of the Corporation for a term of two years, or until their successors shall be qualified and elected. The election shall occur as follows:
- A. The election of officers will be held at the regularly scheduled December meeting of the Board of Directors. As provided in Article V, Election, Section 5.02(b), the election of officers shall be conducted by secret ballot. Should only one candidate be nominated for each elected office and no nominations are made from the floor, the secret ballot may be dispensed with and the motion to accept the presented slate of officers can be voted on. Officers shall be elected by a majority vote of the Directors present.
 - B. The election of officers is an action item on the regularly scheduled December agenda. At the organizational meeting any Director present may place names in nomination and may speak to the issue of any name in nomination. No nomination of a candidate for a position as an officer will be accepted unless the candidate first agrees to fulfill the responsibility as an officer if elected.

- 8.4. Seating of Officers. Elected officers of the Board of Directors shall assume responsibility of their respective office January 1. Retiring officers shall continue to serve until December 31.
- 8.5. Removal and Resignation. Being first elected Directors, all elected officers of the Board of Directors are bound by the provisions of these By-Laws, Article VI, Resignation, Section 6.5 (b) and Removal, Section 6.6 (a).
- 8.6. Vacancies. A vacancy in any office because of the death, resignation, removal, disqualification, or any other cause, shall be filled by the Board of Directors.
- 8.7. President/Chief Volunteer Officer (CVO). The President shall be the Chief Volunteer Officer of the Corporation and shall, subject to the control of the Board of Directors, generally supervise, direct, and control the business and the officers of the Corporation. In addition, the President/CVO shall have the following powers and responsibilities:
- A. Preside at all meetings of the Board of Directors and the Executive Committee.
 - B. Supervise the Executive Director/Chief Professional Officer of the Corporation in the day-to-day operation of the Clubs in a manner consistent with the wishes of the Board of Directors.
 - C. Appoint all committee chairpersons and four Directors to the Nominating Committee with approval of the Board of Directors, and coordinate and manage the efforts of all committees with exception of the Nominating Committee.
 - D. Represent the Corporation in any communication with other Corporations, entities or the public in general.
- 8.8. Vice President. In the absence of the President/Chief Volunteer Officer, the Vice President shall perform all the duties of the President, and when so acting shall have all the power of, and be subject to all the restrictions upon the President. The Vice President shall have such other powers and perform such other duties as may be prescribed for the office respectively by these By- Laws, Board of Directors or the President.

8.9. Secretary.

- A. The Secretary shall keep and maintain, or cause to be kept and maintained, the book of minutes at the principal office or such other place as the Board of Directors may order, of all meetings of the Directors, with the time and place of holding, whether regular or special, and if special how authorized, the notice thereof given, the names of those present at the meeting on signed attendance sheet, and the proceedings thereof.
- B. The Secretary shall give, or cause to be given, notice of all the meetings of the Board of Directors required by these By-Laws or by law to be given, and shall keep the seal of the Corporation in safe custody, and handle all incoming or outgoing correspondence of the Board of Directors.
- C. The Secretary shall have such other powers and perform such other duties as may be prescribed for the office respectively by these By-Laws, Board of Directors or the Chairman.

8.10. Treasurer.

- A. The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct amounts of the properties and business transactions of the Corporation including, but not limited to, accounts of its assets, liabilities, receipts, disbursements, gains, losses, capital and surplus. The books and records of the Corporation shall be maintained at the principal office, and are at all times open to inspection by any Director at any reasonable time, see Article XVI, Fiscal Matters, Section 16.6.
- B. The Treasurer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Corporation with such depositories as may be ordered by the Board of Directors.
- C. The Treasurer shall disburse, or cause to be disbursed, funds of the Corporation as may be ordered by the Board of Directors, taking proper vouchers for such disbursements.
- D. The Treasurer shall render to the President and the Board of Directors at the regular meetings of the Board, or when they request it, an accounting of all the transactions as Treasurer and of the financial condition of the Corporation.

E. The Treasurer shall have such other powers and perform such other duties as may be prescribed for the office respectively by these By-Laws, Board of Directors or President.

8.11. Immediate Past President. The Immediate Past President shall serve on the Executive Committee and shall perform such other duties as may be prescribed for the office respectively by these By-Laws, Board of Directors or President. The Immediate Past President shall serve until the subsequent successor's term of office expires and his/her successor is elected.

9. ARTICLE IX. EXECUTIVE COMMITTEE

9.1. Number and Tenure.

A. The Executive Committee shall consist of the following elected officers:

- (1) President/Chief Volunteer Officer;
- (2) Vice President
- (3) Secretary;
- (4) Treasurer; and
- (5) Immediate Past President.

B. The term of the Executive Committee shall be two years unless elected by the Board to fill a vacancy.

9.2. Duties and Responsibilities.

A. The Executive Committee shall exercise the authority of the Board of Directors in management of the Corporation in connection with ordinary business to be carried on between meetings of the Board of Directors, which include, but are not limited to, reports and recommendations.

B. The Executive Committee evaluates each Board Member annually to qualify them for continuing to serve on the Board. The Executive Committee will make the appropriate recommendations to the Board of Directors. The Board of Directors shall determine the removal of Board Members as prescribed in Article VI, Board of Directors, Section 6.6 (a) (ii).

C. The Executive Committee shall not have the authority of the Board of Directors with regard to the following:

- (1) Hiring, terminating, or fixing compensation of the President/Chief Professional Officer;
- (2) Approval of the annual budget;
- (3) Approval of expenditures exceeding the annual budget by more than three percent (3%) per individual meeting with a cumulative maximum of ten percent (10%) per fiscal year;
- (4) Amend or repeal corporate By-Laws or adopt new By-Laws;
- (5) Election, appointment, or termination of directors or officers;
- (6) Fill vacancies on the Board or any committee of the Board;
- (7) Amend or repeal any resolution of the Board that by its express terms are not so amendable or repealable;
- (8) Create any other committees of the Board;
- (9) Elimination of any program authorized by the Directors;
- (10) Elimination of any fundraising drive or event authorized by the Directors;
- (11) Take any final action on any matter that, under the California Nonprofit Public Benefit Corporation Law, also requires approval of the members or approval of a majority of the members;
- (12) Approve any contract or transaction to which the Corporation is a party and in which one or more of its Directors has a material financial interest, except as special approval is provided in the Corporation Codes Section 5233(d)(3).

9.3. Quorum. A simple majority shall constitute a quorum for the transaction of business of the Executive Committee.

9.4. Meetings. Meetings shall be held monthly. They shall be posted and conducted in a manner consistent with Article VII, Sections 7.1, 7.3, 7.6, 7.8 and 7.9.

10. ARTICLE X. COMMITTEES

10.1. Committees. The Board of Directors may, by resolution and adopted by a majority of the Board at the annual organizational meeting, designate one or more standing committees each of which shall consist of two or more Directors. To the extent provided in said resolution, the committees named shall have and exercise the authority of the Board of Directors in the management of the Corporation. Further, the designation of such committees and the delegation thereto of authority shall not operate to relieve the Board of Directors, or any individual Director of any responsibility imposed upon it or him/her by these By-Laws or by law.

A. The President of the Board shall appoint all committee chairpersons subject to approval of the Board.

B. All committees shall serve at the pleasure of the Board. No committee shall adopt By-Laws or maintain funds of its own. All committees may have a separate mission statement approved by the Board. Persons appointed in charge of committees shall be recognized as "Chairperson" and by no other title.

C. The Board of Directors shall authorize and define the specific powers and duties of all standing committees in accordance with the Strategic Plan.

D. Standing Committees may include, but are not limited to:

(1) Board Development Committee. The duties and responsibilities of the Board Development Committee are not limited to but shall include: being responsible for the identification, recruitment, , orientation, ongoing education, and recognition of Board members. The board development process will be systematic and provide clearly defined steps to achieve optimum results. Further, the Board Development Committee is responsible for awards and recognition for Board members, including nominations for the Boys & Girls Clubs of America Service Recognition Awards, as well as other awards appropriate for local presentation.

(2) Nominating Committee. The duties and responsibilities of the Nominating Committee are limited to overseeing the nominations and conducting the elections of the Board of Directors and the Officers. At the regularly scheduled Board meeting in March, the Chairman shall appoint four Directors to

serve as the Nominating Committee.

- (3) Budget and Finance Committee. The duties and responsibilities of the Budget and Finance Committee are not limited to but shall include: working with the President/Chief Professional Officer and Treasurer in preparing the annual budget for approval by the Board of Directors; reviews monthly financial statements and presents quarterly Finance report to the Board for approval. Establish policies and procedures for all financial management functions, ensuring appropriate controls and compliance with generally accepted accounting practices.

Resource Development Committee: The duties and responsibilities of the Resource Development Committee are to develop a comprehensive RD plan that would include: diverse, on-going and high yield income streams; establish and implement well-planned and aggressively promoted planned giving programs, including IJTO; and support and actively participate in ad hoc committees formed for annual fundraising events. The committee shall also be responsible for developing and implementing a donor cultivation process.

- (4) Marketing Committee. The duties and responsibilities of the Marketing Committee are not limited to but shall include: developing and carrying out a year-round marketing program that interprets the activities, purpose and needs of the Boys & Girls Clubs and makes use of available media speakers, exhibits, press, radio and television. It cultivates the interest and support of all local newspapers, radio and television stations, invites their representatives to public events of the Boys and Girls Clubs and supplies news items and articles to magazines and other publications. The Committee works with the Chief Professional Officer and the development and marketing staff in preparing news releases, the annual report, pamphlets, flyers and other publicity material. Working with the Executive Director/Chief Professional Officer, the committee shall periodically evaluate the effectiveness of all promotional materials offered by the Corporation and make recommendations to the Board of Directors on their effectiveness. The Committee annually handles the localization and placement of public service television, radio and print ads provided by Boys & Girls Clubs of America. The Committee determines the Corporation's primary media spokesperson in conjunction with the Club's Crisis Management Plan and acquaints Board members with their own personal public

relations responsibilities, obtains biographical information on all Board members from the Board Development Committee, and utilizes the new value of activities performed by Board and staff members. It conducts an annual public relations forum for Board members.

- (6) Auxiliary Boards. The duties and responsibilities of any Auxiliary Board (as defined in Article XI below) are to assist the President and staff in making policy-related decisions by recommending certain courses of action for the Club that they are associated with. Specifically, each Auxiliary Board Member should recommend objectives for its Club. The recommended objectives should be consistent with those of the Corporation and should be based on the resources and needs in the specific Club's community. The Auxiliary Board should also assist the President in the periodic evaluation of its Club in relation to stated objectives. Furthermore, the Auxiliary Board is responsible for identifying and securing community resources to help carry out activities and services. Notwithstanding the duties and responsibilities of the Auxiliary Board, as set forth in this Section, the management of any Club is the responsibility of the President, acting under the direction of the Governing Board. The Auxiliary Board shall have no management rights or responsibilities. Each Auxiliary Board Member shall be required to serve on at least one fund raising committee. Each Auxiliary Board Member may also serve on a standing committee or committees.

E. In the event that any committee is deemed inactive or suspended, the Executive Committee will assume the duties and responsibilities of that respective committee.

10.2. Other Committees. Other committees not having and exercising the authority of the Board of Directors in the management of the Corporation may be designated by a resolution adopted by a majority of the Directors at which a quorum is present. Except as otherwise provided in such resolution, the Chairman of the Corporation shall appoint as many members as are deemed appropriate.

10.3. Meetings and Action of Committees. Meetings and action of committees shall be governed by, and held and taken in accordance with, the provisions of Article VII, Meetings, Section 7.03 of these By-Laws, concerning meetings of Directors, with such changes in the context of those By-Laws as are necessary to substitute the committee and its members for the Board of Directors and its members, except that the time for meetings of Committees may be determined either by resolution of the Board of Directors or by resolution of the committee. Meetings of committees may also be called by resolution of the Board of Directors.

Minutes shall be kept of each meeting of any committee and shall be filed with the corporate records. The Board of Directors may adopt rules for the government of any committee not inconsistent with the provisions of these By-Laws.

- 10.4. Term of Office. Each member of a committee shall continue as such until the next annual meeting of the Board of Directors, and/or until his/her successor is appointed, unless such member shall cease to qualify as a member thereof.
- 10.5. Vacancies. Vacancies in the membership of any committee may be filled by appointments made in the same manner as provided in the case of the original appointment.
- 10.6. Quorum. Unless otherwise provided in the resolution of the Board of Directors designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

11. ARTICLE XI. AUXILIARY BOARDS

- 11.1. Auxiliary Boards (which may also be referred to herein individually as a “Community Board” or collectively, the “Community Boards”). The Board of Directors may from time to time elect to form an Auxiliary Board for any of the Clubs. Any Auxiliary Board formed by the Board of Directors shall function as a standing committee, as set forth in Section 10.1.D above, but members of an Auxiliary Board are not members of the Board of Directors, shall have no voting authority and shall not be considered a subdivision of the Board of Directors. Any Auxiliary Board formed by the Board of Directors shall serve at the pleasure of the Board of Directors and shall have no authority or responsibility to manage the business, property and affairs of the Corporation.

12. ARTICLE XII. ADVISORY COUNCIL

- 12.1. Advisory Council. The Board of Directors may create Advisory Council. The Advisory Council shall be composed of persons who are scholars and experts in the fields of interest to the Corporation or whose expertise and support may otherwise further or have furthered the work of the Corporation. The specific functions of the Council shall be as established by resolution of the Board of Directors. Persons serving on the Advisory Council may also serve on Board committees and attend Board of Directors meetings. The appointment of Advisory Council members, and the term of such appointment, shall be as determined by the Board of Directors.

13. ARTICLE XIII. PRESIDENT/CEO/CPO

13.1. Employment. The Board of Directors shall employ an Executive Director/Chief Professional Officer of the Corporation, fix compensation and prescribe the terms of employment.

A. In January of each calendar year, the President/Chief Volunteer Officer and all other elected officers holding office at year-end shall meet with the “President” for an annual review and evaluation of his/her performance.

B. The Executive Director’s review and recommendations, with respect to continued employment and salary increases, shall be presented to the Board of Directors at their next regular meeting.

13.2. Duties and Responsibilities. In accordance with the elements of competence established for Boys and Girls Club executive, the Executive Director/Chief Professional Officer is responsible for overseeing strategic planning and operation of the Clubs, in support of organizational mission and goals as set forth by the Board of Directors of the Corporation. The Executive

Executive Director/Chief Professional Officer provides leadership, direction and support to the Board of Directors in developing organizational goals, attaining/allocating resources, and establishing policies. He/She also provides leadership and direction to staff management in carrying out the key roles assigned to them. The Executive Director/Chief Professional Officer reports directly to the Board of Directors and shall be ex-officio member of all committees.

14. ARTICLE IVX. INDEMNIFICATION OF DIRECTORS, OFFICERS, EMPLOYEES, AND OTHER AGENTS

14.1. Proceedings. To the fullest extent permitted by law, the Corporation shall indemnify its directors, officers, employees, and other persons formerly occupying any such positions, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any “proceeding” as that term is used in that section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. “Expenses” as used in this By-law, shall have the same meaning as in that section of the Corporation Code.

14.2. Board Authorization. On written request to the Board by any person seeking indemnification under Corporations Code section 5238(b) or section 5238(c), the Board shall promptly decide under Corporation Code section 5238(e) whether the applicable standard of conduct set forth in Corporation Code section 5238(b) or section 5238(c) has been met and, if so, the Board shall authorize indemnification. If the Board cannot authorize indemnification, because the number of Directors

who are parties to the proceeding with respect to which indemnification is sought prevents the formation of a quorum of Directors who are not parties to that proceeding, the Board shall promptly call a meeting of members. At that meeting, the members shall determine under Corporations Code section 5238(e) whether the applicable standard of conduct has been met and, if so, the members present at the meeting in person or by proxy shall authorize indemnification.

- 14.3. Advancement of Expenses. To the fullest extent permitted by law and except as otherwise determined by the Board in a specific instance, expenses incurred by a person, seeking indemnification under these By-laws in defending any proceeding, shall be advanced by the Corporation before final disposition of the proceeding. On receipt by the Corporation of an undertaking by or on behalf of that person the advance will be repaid unless it is ultimately found that the person is entitled to be indemnified by the Corporation for those expenses.

15. ARTICLE XV. FISCAL MATTERS

15.1. Contracts or Contract Agreements.

The Board of Directors, except as in these By-Laws as otherwise provided, may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name and on behalf of the Corporation, and such authority may be general or confined to specific instances; and unless so authorized by the Board of Directors, no officer, agent or employee shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount.

- 15.2. Purchases of \$5,000 or More. The President/Chief Professional Officer, on purchases of \$5,000 or more, shall secure a minimum of three (3) bids. The President/Chief Professional Officer may select the acceptable bid on purchases up to \$5,000, unless previously approved in the annual budget, or a special activities budget. For purchases in excess of \$5,000, the Board of Directors shall select the acceptable bid.

15.3. Payment by Check or Draft.

- A. All checks, drafts or other orders for payment of money, note or other evidence of indebtedness, issued in the name or payable to the Corporation, shall be signed or endorsed by such person or persons and in such manner as, from time to time, shall be determined by resolution of the Board of Directors.

- B. Disbursement of funds exceeding \$5,000 shall be made by check with two signatures required: that of the President/Chief Professional Officer, and/or the Director of Operations, and/or one (1) member of the Executive Committee or by two (2) members of the Executive Committee.
- 15.4. Deposits. All funds of the Corporation shall be deposited from time to time to the credit of the Corporation in such banks, trust companies, or other depositories as the Board of Directors may select.
- 15.5. Gifts. The Board of Directors may accept on behalf of the Corporation any contribution, gift, bequest, or device for the general purposes or for any special purpose of the Corporation.
- 15.6. Books, Records and Inspection Rights. The Corporation shall keep at the principal office correct and complete books and records of accounting, minutes of the proceedings of its Board of Directors and Committees having any authority of the Board of Directors, a copy of the By-Laws as amended or otherwise altered to date, and a record giving the names and addresses of the Directors entitled to vote. A Director or his agent or attorney may inspect all books and records of the Corporation for any proper purpose at any reasonable time.
- 15.7. Fiscal Year. The fiscal year of the Corporation shall be the calendar year ending December 31.
- 15.8. Annual Report. The annual report referred to in the California Nonprofit Corporation Law is expressly dispensed with, but nothing in these By-Laws shall be interpreted as prohibiting the Board of Directors from issuing such annual or periodic reports to any person, as the Board considers appropriate. However, within 120 days of the close of its fiscal year, the Corporation shall provide to the Directors a report containing the following information in reasonable detail:
- A. The assets and liabilities, including the trust funds of the Corporation as of the end of the fiscal year.
 - B. The principal changes in assets and liabilities, including trust funds, during the fiscal year.
 - C. The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes, for the fiscal year.
 - D. The expenses or disbursements of the Corporation, for both general and restricted purposes, during the fiscal year.
 - E. Any information required by California Corporations Code Section 6322.

16. ARTICLE XVII. GENERAL PROVISIONS

17.1. Non-Partisan Activities.

- A. This Corporation has been formed under the California Nonprofit Public Benefit Corporation Law for public benefit purpose described in Article II, Purpose, Section 2.1 (a), (b) and 2.2, and it shall be nonprofit and nonpartisan. No part of the activities of the Corporation shall consist of the publication or dissemination of material with the purpose of attempting to influence legislation, and the Corporation shall not participate or intervene in any political campaign on behalf of any candidate for public office or for or against any cause or measure being submitted to the people for vote.
- B. The Corporation shall not engage in any activities or exercise any powers that are not in furtherance of the purpose described above.

16.2. Parliamentary Procedure. Proceedings of the Corporation meetings shall be governed and conducted in accordance with the latest edition of Roberts Rules of Order, except as otherwise provided herein.

16.3. Amendments. These By-Laws may be amended and restated or repealed and new By-Laws adopted by the vote or written consent of a majority of the voting Directors at any regular or special meeting at which a quorum is present.

16.4. Dedication of Assets. The properties and assets of this nonprofit Corporation are irrevocably dedicated to charitable purposes. No part of the net earnings, properties or assets of the Corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual or any member or Director of the Corporation. On liquidation or dissolution, all properties and assets and obligations shall be distributed and paid over to the Boys & Girls Clubs of America. If for any reason, the Boys & Girls Clubs of America should not accept all property and assets and obligations, the Board of Directors of the Corporation may select such other nonprofit charitable Corporation or Corporations as shall at that time qualify as a tax-exempt organization under Section 501(c) (3) of the Internal Revenue Code of 1954, as amended, or corresponding provisions of any subsequent federal tax laws so that the business properties and assets of the Corporation shall in such event be used for and devoted to the purpose of providing Boys & Girls Clubs of the San Gorgonio Pass activities.

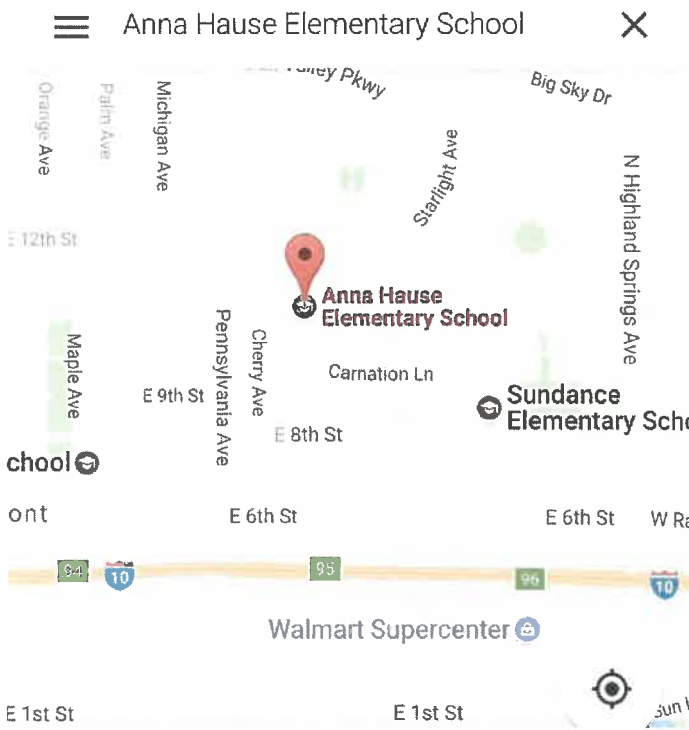
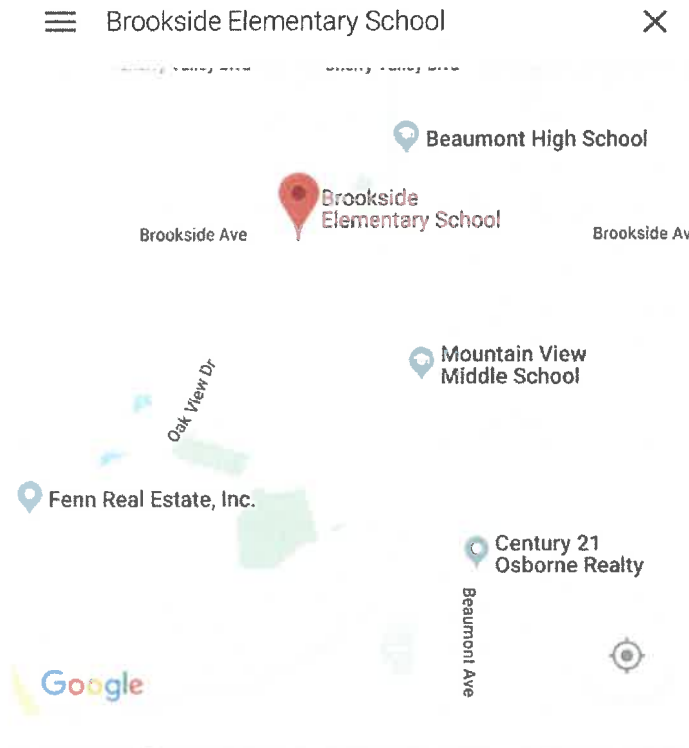
CERTIFICATE OF SECRETARY

I, Katryn Robinson, hereby certify that I am the Secretary of Boys and Girls Clubs of the San Geronio Pass and the above Bylaws are the Bylaws of the Corporation adopted by the Board of Directors on April 19th, 2013.

Executed on April 19th, 2013, at Banning, California.

Katryn Robinson, Secretary

Project Activity Maps





**BOYS & GIRLS CLUBS
OF AMERICA**

LETTER OF AGREEMENT

February 6, 2019

Amy Herr
Chief Executive Officer
Boys & Girls Clubs of the San Gorgonio Pass
240 W Ramsey St
Banning, CA 92220-4821

SUBJECT: Mentoring Youth At-Risk # OJP 2018-43469

Dear Ms. Herr:



I am pleased to inform you that the **Boys & Girls Clubs of the San Gorgonio Pass** (your organization), DUNS number 004791886, has been selected by Boys & Girls Clubs of America (BGCA) to participate in the federally funded project, **Mentoring at Boys & Girls Clubs (OJP 2018)**, funded through the Office of Juvenile Justice and Delinquency Prevention (OJJDP), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ). [(OJJDP FY 2018 Mentoring Opportunities for Youth Initiative; Office of Justice Programs Award Number 2018-JU-FX-0013 awarded September 29, 2018 for \$24.5 million; CFDA #16.726; federal fiscal year 2018)].

Your organization will receive this mentoring grant in the amount of up to \$10,000 to be used for allowable expenses associated with this initiative. Please note that indirect costs may be charged to OJP 2018 grants. You may elect to charge indirect costs at your organization's current negotiated indirect cost rate. If your organization has never had a negotiated indirect cost rate, you may elect to charge a de minimis rate of 10% of modified total direct costs which may be used indefinitely. While indirect costs are allowable, organizations are not required to charge indirect costs to OJP 2018 grants. It is important to note that the methodology chosen for indirect costs must be used consistently for all federal awards.

All grant funds must be appropriately expended or obligated between February 1, 2019 and December 31, 2019. I encourage you to use this grant to secure matching funds from local sources.

Grant Requirements

By no later than December 31, 2019 (and earlier if specifically noted herein), your organization will:


CEO 
BC

1. **Mentorships:** Match at least 13 youth with an appropriate mentor at the following Club site: **Boys & Girls Club of the San Gorgonio Pass**. Mentors may be volunteers, professional staff or peers. Each mentor may be assigned more than one mentee. These mentorships cannot be attributed to any other grant or restricted funding source. For future reference and to provide a sufficient audit trail, appropriate records must be maintained documenting the grant-related mentorships, including case management files. Additional information may be found on the BGCA Federal Grants Department webpage.

Mentors must be appropriately screened and have successfully passed all required background checks per BGCA Membership Requirements. All mentoring activities and interactions should be site-based to take place at the Boys & Girls Club.


CEO 
BC

2. **Evidence-Based Program:** Ensure that all youth mentored complete a full program cycle of an approved evidence-based program as outlined in the applicable program materials. (BGCA's Project Learn and SMART Leaders programs currently qualify as OJJDP-approved evidence-based programs. The Positive Action program is also



OFFICE OF
THE DISTRICT ATTORNEY
COUNTY OF RIVERSIDE
3960 ORANGE STREET
RIVERSIDE, CALIFORNIA 92501-3643

MICHAEL A. HESTRIN
DISTRICT ATTORNEY

December 5, 2018

Megan Grisham
Boys & Girls Clubs of the San Geronio Pass
PO Box 655
Beaumont, CA 92223

Subject: Riverside County Asset Forfeiture Special Fund Request

Dear Ms. Grisham:

The Riverside County Asset Forfeiture Special Fund Committee met and considered your request. The Committee is pleased to enclose a check in the amount of \$5,000.00 for your SMART Youth program.

The funds awarded were acquired through the Asset Forfeiture Program. Through asset forfeiture funding, it is our mission to support the development and continuation of positive intervention programs for high-risk elementary and secondary school age students. By statute, these funds are to be used for the sole purpose of funding programs designed to combat drug abuse and divert gang activity.

As a result of the passage of SB 443, which was signed by Governor Brown on September 29, 2016 and went into effect on January 1, 2017, new limits have been placed on California civil narcotic asset forfeiture. This has decreased the total amount of money that is forfeited to the state and, consequently, has also decreased the amount that is deposited into the Asset Forfeiture Special Fund. Therefore, distributions are lower this year than they have been in recent years.

On behalf of the committee, we appreciate the commitment to community service demonstrated by your organization. It is hoped that the enclosed resources will assist your organization in continuing to provide its invaluable services to the citizens of Riverside County.

Thank you for your request and we wish your organization every success.

AF Special Fund Committee:

Michael Hestrin, District Attorney
Stanley Sniff, Sheriff
Mark Hake, Chief Probation Officer
Sergio Diaz, Chief of Police, City of Riverside

Very truly yours,

MICHAEL A. HESTRIN
District Attorney

MAH:lt
Enclosure



LOS ANGELES
BOYS & GIRLS CLUB

MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is entered into between the Los Angeles Boys & Girls Club (LABGC) and Boys + Girls Clubs of the San Geronimo Pass for the benefit of youth in the local community for the summer of 2019.

Los Angeles Boys & Girls Club will:

- Facilitate funding for summer enrichment services for summer 2019 at the below rate for each group of 30 youth with complete files submitted and approved:
 - \$300/week for each non-credentialed instructor;
- Provide orientation and sample files to help ensure all required registration documents are funding compliant;
- Provide online platform for instructors to upload required work samples, such as Google Drive;
- Provide technical support & assistance as needed;
- Review all files for completeness and accuracy;
- Submit billing to main funder;
- Pass through reimbursement funds at above rate, following the audit and approval of all submitted files;

Subcontractor Boys + Girls Clubs of the San Geronimo Pass will:

- Provide enrichment services for the summer;
- Ensure all instructors have cleared full background checks; in compliance with Boys & Girls Club standards;
- Provide instructional space and materials needed;
- Ensure compliance with the following funding requirements:
 - A file containing registration paperwork for each child with
 1. Registration forms;
 2. Report card or other acceptable form of DOB verification;
 3. Bill with current address;
 - Provide one (1) work sample for each student per week for a minimum of (6) samples
- Ensure instructors comply with safety regulations including no 1:1 interactions with youth;
- Provide assistance to and supervision of instructors as needed;
- Submit complete files to Los Angeles Boys & Girls Club.


Executive Director/CPO

6-1-19
Date

Juana Lambert, Executive Director
Los Angeles Boys & Girls Club

Date



**BOYS & GIRLS CLUBS
OF AMERICA**

LETTER OF AGREEMENT

May 25, 2018

Amy Herr
Chief Executive Officer
Boys & Girls Clubs of the San Geronio Pass (Org GID #27328)
240 W Ramsey St
Banning, CA 92220-4821

Subject: 2018 Planet Fitness Positive Club Climate Grant LOA (LOA #FO127227)

Dear Amy:

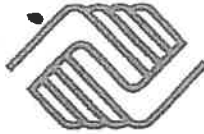
I am pleased to inform you that Boys & Girls Clubs of the San Geronio Pass has been selected by Boys & Girls Clubs of America (BGCA) to receive \$2,500 in order to provide professional development trainings to better equip staff to focus on creating a High Quality Club Experience, one that is particularly emotionally safe. This opportunity is made possible through Planet Fitness. The grant period is May 31, 2018 to December 31, 2018. This Letter of Agreement (LOA), once signed, will signify your acceptance of the partnership and your agreement to fulfill the grant requirements.

The signed LOA must be submitted to BGCA no later than June 4, 2018. Please do not make any changes to the LOA without first consulting your BGCA contact Morgan Mabry, Director, Youth Development Programs, mmabry@bgca.org, 404-487-5434. This LOA, delivered via email, is your official award document. Hard copy documents, including the LOA, will not be mailed to grant recipients.

Boys & Girls Clubs of the San Geronio Pass agrees to the following requirements:

Program Requirements

1. August 2018: All front-line staff participate in the prerequisite web-based Distance Learning Course entitled "Emotions Matter".
2. September 2018: All front-line staff participate in a web-based Learning Coach Module training entitled "Creating Collaboratives", facilitated by your organization's Certified Learning Coach on Positive Club Climate and receive resources to share with their Club.



BOYS & GIRLS CLUBS
OF THE SAN GORGONIO PASS

January 26, 2018

Jan Wages, Program Manager
Laura May Stewart Foundation
PO Box 235
Banning, CA 92220

Dear Jan and Laura May Stewart Committee Members,

First, let me take this opportunity to thank you for the generous support you have provided our organization and our youth members over the past many years. The impact of these dollars has been great and this year, it has allowed our members the opportunity to venture into the art of music. As you know, this past year, we made a different type of request because we have a new home and new programs.

In May of 2016, the Boys & Girls Clubs of the San Gorgonio Pass entered into a new and exciting venture, the purchase of our first stand alone, traditional clubhouse (Teen Center) building. The building is located at 240 W. Ramsey in Banning. Our Teen Director, Shane Arch is a professional musician and has been working with the members on writing, recording and editing their own original music.

In order to allow our kids exposure to a higher end program, the sound room and necessary equipment have been purchased with the generous grant from the Laura May Stewart Foundation. We have attached the receipts from the purchase from Vocalbooth.com and Guitar Center.

We would love to have the committee come down to the clubhouse so the kids can show you what they are learning.

On behalf of the Board of Directors of the Boys & Girls Clubs of the San Gorgonio Pass, I would like to thank you for the \$6,000 grant and for providing our members with such a wonderful opportunity.

Sincerely,

Amy Herr, CEO

P.O. Box 655
Beaumont, CA 92223
(951) 922-3259
www.bgcsypass.com

Subject: Fwd: Bank of America Inland Empire Grant Notification

From: bgcmegan@yahoo.com

To: bgcmegan@yahoo.com

Date: Monday, September 24, 2018 02:19:55 PM PDT

Sent from my iPhone

Begin forwarded message:

From: "Paredes, Cathy" <c.paredes@bankofamerica.com>

Date: May 16, 2017 at 12:00:38 PM PDT

To: "bgcmegan@yahoo.com" <bgcmegan@yahoo.com>, "jathherr@gmail.com" <jathherr@gmail.com>

Cc: "Arguello, Alfred J" <alfred.j.arguello@bankofamerica.com>, "Johnson, Olivia (LAN-WSW)" <OJohnson@webershandwick.com>

Subject: Bank of America Inland Empire Grant Notification

On behalf of Al Argüello, Bank of America Inland Empire Market President, it is our pleasure to inform you that the Bank of America Charitable Foundation has approved a grant to BOYS & GIRLS CLUBS OF THE SAN GORGONIO PASS in the amount of \$5,000 for the purposes outlined in your recent proposal. We would like to schedule check presentations with all of our nonprofit partners in the Inland Empire the week of June 5-9. *On Wednesday, June 7 at 2:00 pm at the Beaumont Financial Center at 1672 E 2ND ST, we will be awarding all of our partners from your area. Please confirm that someone can attend that award presentation.*

We'd also love to work with you in promoting this grant and our partnership with your organization. Our public relations team Weber Shandwick will connect with your organization to discuss possible media opportunities, including social media outreach. I've copied them on this message. Please connect us with the right member of your team to discuss media. Our public relations team, Weber Shandwick, is copied on this message and will connect with your organization separately to provide social media guidance and discuss publicizing the announcement. I've also included a copy of our logo and an agreement for you to sign and return to me.

We're very proud to partner with outstanding organizations like yours to help make Inland Empire a better place. We thank you for the tireless work you perform to provide opportunity and improve the quality of life in our community.

Regards,

United Way 2018

Awarded: \$8,000 for Goals for Graduation program

LOA was received by United Way, but was not sent back to BGCSGP

Representatives forgot to bring signed LOAs and never sent back out. Reporting remained the same as past years



CONGRATULATIONS! Can we meet?

December 15, 2017 at 2:55 PM

Found in Inbox

Dear Friend,
Congratulations!

We had sent a letter referencing your Community Impact Grant Application approval notice and funding amount. It was sent with a "return receipt" signature required. *It seems that some of you are not as yet in receipt of the letter*, so I am sending this for 2 reasons. The first - Congratulations... but the second (short notice, I know):

Do you have any time on Tuesday the 19th of December? We would like to come by and present you with a check, and as well, to thank you for the work you are going to do in your communities. I would appreciate it if you could respond by letting me know if:

1. You and your team will or will not be available
2. If available, what timeframe would be convenient... (*& please let me know if you received the letter of intent to fund.*)

Thank you for your time and flexibility. Do not hesitate to connect with me by Monday morning via returned email response.

****Most important... Don't worry about the signature page of the Intent to Fund Letter... as we will supply copies for you on our arrival.****

Boys & Girls Clubs of the San Gorgonio Pass, Inc.
Statement of Financial Income and Expense
July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>
Ordinary Income/Expense	
Income	
42000 · PROGRAM FEES	
42100 · Youth Member Dues	5,580.00
42200 · Day Camp	
42203 · Day Camp-Multiple Camps	9,483.00
42215 · Day Camp Summer-Bmnt	35,123.66
Total 42200 · Day Camp	<u>44,606.66</u>
42700 · PROGRAM INCOME	588,329.65
Total 42000 · PROGRAM FEES	<u>638,516.31</u>
43400 · FUND RAISERS	
43425 · Horses & Hattitudes-income	
43425a · H&H Event Tickets	4,360.00
43425b · H&H Sponsorships	8,100.00
43425c · H&H Funny Money	20.00
43425d · H&H Donations	149.00
43425e · H&H-In Kind Income	1,927.27
43425f · H&H Raffle Tickets	2,813.00
Total 43425 · Horses & Hattitudes-income	<u>17,369.27</u>
43430 · Chances & Cheeses-Income	
43430a · C&C Event Tickets	2,460.00
43430b · C&C Sponsorships	2,850.00
43430d · C&C Donations	2.00
43430e · C&C In Kind income	1,445.62
43430f · C&C Raffle Tickets	1,365.00
43430g · C&C drink tickets	232.00
Total 43430 · Chances & Cheeses-Income	<u>8,354.62</u>
Total 43400 · FUND RAISERS	<u>25,723.89</u>
44800 · CONTRIBUTIONS	
44840 · Corporation Support	44,869.31
44850 · Individuals & Giving Campaigns	9,369.95
44851 · AmazonSmile Campaign	177.49
44860 · Scholarship Funds	44,572.00
44870 · Grants - Foundations	
44801 · Laura May Stewart	6,000.00
44804 · Bank of America	
44804b · Bank of America-Goals for Gradu	5,000.00
Total 44804 · Bank of America	<u>5,000.00</u>
44836 · United Way	
44836a · United Way Goals For Graduation	8,168.68
Total 44836 · United Way	<u>8,168.68</u>
44873 · Grant-BGCA	10,000.00
Total 44870 · Grants - Foundations	<u>29,168.68</u>
44880 · Grants - Government	
44820 · CDBG Grant	
44883 · City CDBG Beaumont	20,000.00
44884 · County CDBG	5,000.00
Total 44820 · CDBG Grant	<u>25,000.00</u>
44830 · OJP	10,000.00
44881 · ASES Prop 49	639,528.94
44880 · Grants - Government - Other	5,000.00

Boys & Girls Clubs of the San Gorgonio Pass, Inc.
Statement of Financial Income and Expense
July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>
Total 44880 - Grants - Government	679,528.94
Total 44800 - CONTRIBUTIONS	807,686.37
47500 - In Kind Income	
47501 - In Kind Inc-Office	636.19
47502 - In Kind Inc-Program	76,742.13
Total 47500 - In Kind Income	77,378.32
Total Income	1,549,304.89
Gross Profit	1,549,304.89
Expense	
60000 - PAYROLL EXPENSES	
60010 - Admin Wages	
60011 - Admin Wages Exec.Dir.	82,078.56
60017 - Admin Wages Bookkeeper	33,254.14
60019 - Admin Wages Office Clerk	669.50
Total 60010 - Admin Wages	116,002.20
60020 - Program Wages	
60020a - Program Wages Program Director	57,392.69
60024 - Program Area Supervisor	13,727.39
60025 - Program Wages Site Director	271,851.55
60026 - Program Wages Site Lead	110,006.87
60028 - Program Wages Y.D.P.	302,601.63
Total 60020 - Program Wages	755,580.13
60030 - Payroll Taxes	91,154.06
62150 - Payroll Service Fees	5,460.75
64100 - Medical - Employee	24,356.70
64340 - Long Term Disability Ins	2,717.56
64345 - Life Ins	362.18
64370 - Workers Comp Ins	20,472.55
65008 - Background Check/Drug Screening	5,126.84
65345 - Pension	25,510.17
60000 - PAYROLL EXPENSES - Other	-0.19
Total 60000 - PAYROLL EXPENSES	1,046,742.95
60900 - Business Expenses	
60902 - Audit	6,000.00
60903 - Interest Expense	
60903a - Interest Loan 240 W Ramsey	12,315.54
Total 60903 - Interest Expense	12,315.54
60910 - Fundraiser Expenses	
60933 - Chances & Cheeses-Expenses	
60933a - Chances & Cheeses-Expenses	2,417.42
60933b - C&C In Kind items	1,154.72
60933c - C&C In Kind services	290.90
Total 60933 - Chances & Cheeses-Expenses	3,863.04
60935 - Duck Derby-Expenses	48.59
60940 - Horses & Hattitudes-expenses	
60940a - H&H - Expenses	8,910.11
60940b - H&H - In Kind item	1,840.00
60940c - H&H - In Kind services	87.27
Total 60940 - Horses & Hattitudes-expenses	10,837.38
Total 60910 - Fundraiser Expenses	14,749.01
60950 - Board Expense	

Boys & Girls Clubs of the San Gorgonio Pass, Inc.
Statement of Financial Income and Expense
July 2018 through June 2019

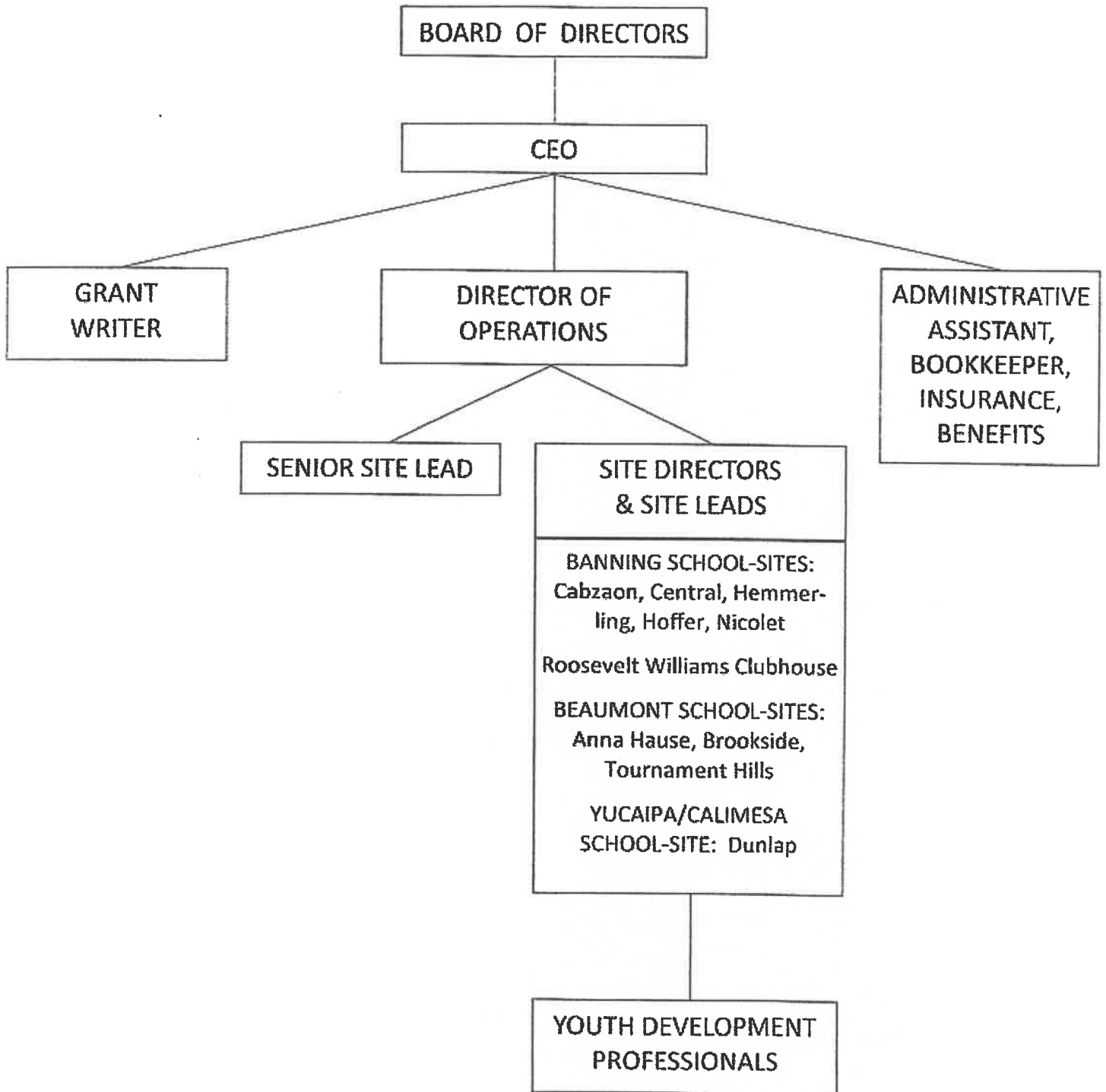
	<u>Jul '18 - Jun 19</u>
60956 · Board Supplies	1,557.62
Total 60950 · Board Expense	1,557.62
Total 60900 · Business Expenses	34,622.17
62100 · CONTRACT SERVICES	
62130 · Bank Service Fees	346.08
62133 · Credit Card Finance Charges	1,936.99
62140 · Legal Fees	8,099.00
62175 · Credit Card Processing Fees	11,313.12
Total 62100 · CONTRACT SERVICES	21,695.19
62800 · FACILITIES & EQUIPMENT	
62804 · Building Renovation	11,178.97
62805 · Building Repair	1,283.00
62835 · Property Taxes	69.90
62845 · Equip-Copier Lease	3,868.23
62900 · Lease/Rent	2,154.00
62950 · Security	594.00
62960 · Maintenance & Cleaning Supplies	4,676.96
62970 · Vehicle Fuel	553.14
62980 · Vehicle Maintenance	270.06
62990 · Vehicle Registration & Licenses	830.00
Total 62800 · FACILITIES & EQUIPMENT	25,478.26
64000 · INSURANCES	
64150 · Accident and Medical	1,855.00
64320 · D&O Liability	3,760.00
64330 · General Liability	14,241.08
64333 · Flood Insurance	-3,470.35
64335 · Vehicle Insurance	3,891.61
Total 64000 · INSURANCES	20,277.34
65000 · OPERATIONS	
65005 · Awards & Gratuities	2,824.46
65011 · Field Trips	718.05
65012 · Summer Program	
65013 · Summer Supplies	4,080.75
65014 · Summer Field Trips	559.22
65016 · Summer Camp Scholarships	978.00
Total 65012 · Summer Program	5,617.97
65018 · Computers, Cameras & Printers	6,113.92
65019 · Conferences	2,146.70
65020 · Dues & Subscriptions	7,743.90
65037 · In-Kind Supplies Program	76,742.13
65039 · Invoicing Software-Wave	5,400.75
65040 · Marketing/Advertising	1,301.60
65043 · Meetings	
65044 · Meetings Admin	475.37
65045 · Meetings Staff	3,058.03
Total 65043 · Meetings	3,533.40
65047 · Miscellaneous	0.00
65049 · NonProfit Business Reg/Lic Fees	260.00
65050 · Office Supplies	10,174.03
65060 · Postage	560.27
65065 · Program Special Events	9,168.85
65070 · Printing & Copies	3,491.12
65080 · Scholarship Members	43,594.00
65085 · Software	3,277.90
65090 · Supplies Program Sites	58,118.56
65200 · Telecommunications/Telephone	

Boys & Girls Clubs of the San Geronio Pass, Inc.
Statement of Financial Income and Expense
July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>
65201 · Phone landline/internet office	2,741.47
65208 · Phone wireless	11,400.86
Total 65200 · Telecommunications/Telephone	14,142.33
65210 · Training	4,146.74
65230 · Uniforms	5,105.90
65233 · Use Tax	914.00
65235 · Utilities	4,907.71
65240 · Website Domain	754.40
Total 65000 · OPERATIONS	270,758.69
Total Expense	1,419,574.60
Net Ordinary Income	129,730.29
Other Income/Expense	
Other Income	
46400 · OTHER INCOME	
45030 · Interest Income	367.88
Total 46400 · OTHER INCOME	367.88
Total Other Income	367.88
Net Other Income	367.88
Net Income	130,098.17



**BOYS & GIRLS CLUBS
OF THE SAN GORGONIO PASS**





BOYS & GIRLS CLUBS
OF THE SAN GORGONIO PASS

Board Meeting Minutes – August 16, 2019

In Attendance:

Board Members: Phil Hutchins, Linda Hanley, Linda Molina, Tammy Carter,

Staff Members: Amy Herr, Terri Rigali (DOD)

Not Present: Johana Carpio, Ali Ahmed

The meeting was called to order at: 8:07 am

Mission Statement: Phil read our mission statement.

Consent Items: No Consent Items

Board Chairman's Report: [REDACTED]

Executive Director's Report:

- **Summer Camp Video:**
- **Back to School Update (trainings and first week):**
- **Fall Signups update:** Enrollment is up. Waiting lists at all sites except for two sites.
- **Security Cameras:** Installed! By company in Palm Springs (\$4k lower bid)
- **State Farm grant:** [REDACTED]
- **Shoe and Backpack giveaway:** 547 kids showed and received pairs of shoes. Kids were able to pick their own shoes and backpacks.
- **New Hires:** 4 new hires going through background checks and in-processing.

Committee Reports:

- **Safety Committee:**
 - Hearst, CT Publication

Unfinished Business:

- **Chances and Cheeses:** Nov 21st at Teen Center. Less Tix & increase to \$40.
- **Horses & Hattitudes:** May 21st or 28th 2020. Checking dates for Four Seasons.
- **Aileen Flores (Potential Board Member):** Waiting on approval from SCE.
- **Discussion regarding need for staff person (grants and RD):**

Motion: A motion was made by Phil to approve the hiring of RD/Grant Writer. The motion was seconded by Tammy. The motion was approved unanimously.
- **Amy's CEO Annual Review:**



BOYS & GIRLS CLUBS
OF THE SAN GORGONIO PASS

New Business:

- **CDBG Authorization to Bill:**
- **Motion:** A motion was made by Tammy for the board to authorize Megan Grisham to bill and execute the 2019-2020 CDBG Camp Kids Grant and to apply for and execute the CDBG application for the 2020-2021 year. The motion was seconded by Linda M. The motion was approved unanimously, and The Board authorizes Megan Grisham to bill and execute the 2019-2020 CDBG Camp Kids Grant and to apply for funds through the city of Banning, Beaumont and County for the 2020-21 year.
- **Teri Rigali, DOD and Emerging Markets update:**
- **Johana request for Room Dedication:** [REDACTED]

Upcoming Events:

- Aug 23: Last day to vote for State Farm grant
- Sep 20: **Next board meeting** at 8:00am
- Nov 21: Chances & Cheeses at 6:00pm, Teen Center

Meeting Adjournment:

- A motion to adjourn was made by Phil and seconded by Tammy. The motion passed unanimously.

The meeting was adjourned at: 9:45am