

# **The Cyarah Vince Foundation**

## **Quarterly Board Members Meeting Minutes**

### **Meeting Date and Time**

**Date of Meeting:** August 10, 2024

**Time of Meeting:** 06:30 PM

### **Meeting Location**

Location of Meeting: East Park Recreation Center, Elyria, Ohio

### **Meeting Attendees**

Present at Meeting: Tamara Vince, Katherine Hendry, Vincent Murray, Christina Blankenship, April Tschaekofske, Cortney Huge

Missing from Meeting: N/A

The regular meeting of the Board Members of The Cyarah Vince Foundation was called to order by Tamara Vince at 0630 PM on August 10, 2024.

### **I. Approval of Agenda**

The agenda for the meeting was distributed and unanimously approved.

### **II. Review of Previous Minutes**

The minutes of the previous meeting were reviewed and approved.

### **III. Consideration of Open Issues**

1. Cyarah Vince Foundation updates  
MURRAY

Yearly state/federal taxes for the foundation were completed but were more difficult than originally anticipated. Recommend hiring an accountant for future tax filings.

The board unanimously voted in favor of hiring an accountant.

2. Scholarship  
VINCE

The board voted unanimously to the following as they relate to the Cyarah Vince Foundation scholarship:

- a. Dollar Value: \$1000
- b. Number of scholarships: One (1)
- c. Eligible students: Midview students in their graduating year.

Dollar value, number of scholarships, and eligible students can change year to year and will be voted on annually.

VINCE / HENDRY will draft scholarship language and criteria.

BLANKENSHIP will get in touch with the Midview High School guidance counselor for timelines and instructions on getting the scholarship into the school for the 2024 / 2025 school year.

3. Texas Roadhouse – 2<sup>nd</sup> Fundraising Event  
BLANKENSHIP

BLANKENSHIP to call GM of Texas Roadhouse (Tammy) to discuss possible fundraising dates for 2<sup>nd</sup> Dine-in event.

The weekend of 10/26 – 10/27 was suggested.

Board to consider donating a portion of the proceeds to Blessing House.

TSCHAEKOFKSKE will look into the possibility of hosting a similar event with local food trucks.

#### **IV. Consideration of New Business**

1. The acquisition of pamphlets  
VINCE

Recommend acquiring business cards, pamphlets, flyers, etc to provide during events or foundation related interactions.

The foundation is still in need of a logo.

2. Mission Statement  
MURRAY

Recommend updating the foundation's mission statement to include gun violence in addition to domestic violence.

The board unanimously voted in favor of the update.

3. Future community BBQs

TSCHAEKOFSTE

Start planning the event prior to the May / June meeting of the Elyria City Council.

Possible location: Beyond the Walls Church – they have a large parking lot and the facility may be free to use.

Should we invite other local organizations to participate?

Put the event on the Elyria City Community page

Post on Elyria Facebook page

4. Addition of a New Board Member

BLANKENSHIP

Nominated Cristy Zickefoose to be added to the Board of Directors of the Cyarah Vince Foundation.

The members of the board unanimously voted to add Cristy Zickefoose to the board as a voting officer. The board will consist of 7 members, 1 president, 1 treasurer, 1 secretary, and 4 voting officers.

BLANKENSHIP to notify ZICKEFOOSE of her addition to the board prior to the next quarterly meeting.

5. Cleveland Monsters (hockey team)

MURRAY

Zack from the Cleveland Monsters reached out to MURRAY to arrange a meeting for 08/12/24. The Cleveland Monsters have donated to the foundation's Domestic Violence Awareness Benefit in the past and are possibly looking for help in other ways.

MURRAY will obtain logistics to determine if this is viable for the foundation.

6. Genesis House

VINCE

Jill Psota – Vazquez, the Executive Director of Lorain County Safe Harbour Inc, has requested a call regarding an event that Genesis House is holding on Oct 25, 2024.

VINCE to call Jill for additional details.

The Genesis House Silent Witness virtual exhibit still has incorrect and incomplete information for Cyarah on its website. VINCE to request updates / corrections.

4. 2025 Domestic Violence Fundraiser

HENDRY

Recommend April 5<sup>th</sup> for the 2025 Domestic Violence Fundraiser

May need a venue that holds up to 300 people.  
Consider catering for next year.

5. Yearly Budget  
TSCHAEKOF SKE

Request to discuss yearly operating budget at next quarterly meeting.

## **V. Agenda and Time of Next Meeting**

The next quarterly meeting will be held telephonically at 0800 PM on November 03, 2024.

The agenda for the next meeting is as follows:

Review of Mission Statement updates

Yearly budget

Scholarship finalization

Genesis House update

Texas Roadhouse update

Cleveland Monsters update

Pamphlets and logo for the foundation

Domestic Violence Fundraiser planning

The meeting was adjourned at 800 PM by Tamara Vince.

Minutes submitted by: Katherine Hendry

Minutes approved by: Vince Murray