

In Attendance:

Ginny Favede

Bengy Swanson

Don Mays

Tom Conner

Jody Bonfini

Jennifer Long

Nick Karras

Justin Klempa

Rodney Boniti

Meeting called to order by Co-chair Mrs. Favede

July minutes were approved. Motioned by Tom Conner, Seconded by Mr. Klempa. July minutes were approved.

Finance Report

There was no meeting in July, so the members' packets have financial reports from July and August. Mrs. Favede asked for motion, Mr. Conner motioned, Mrs. Long seconded. Finance report was approved.

Old Business

Scholarships

In the month of July, the board of directors decided to make a decision and comply with our 501c6 tax status, this decision made Project Best discontinue the scholarship program that we have offered in the past. Mrs. Favede and Mr. Swanson notified the colleges we are discontinuing the scholarship program by having Michael Finch send out a letter to the colleges. We let them know in the letter that Project Best is out of compliance and to become compliant we had to discontinue the scholarships. The letter also informed the colleges to expend the existing money they have left from 2018. Both co-chairs went on to explain that the letter ends with them being told there will be no further contribution to the scholarship program in 2019.

Endowments

Mrs. Favede informed the board that Project Best has given out 3 endowments to universities for the total of \$115,000. West Liberty and West Virginia Northern both have endowments of \$50,000 and Ohio University Eastern an endowment of \$15,000. For a grand total of \$115,000. Mrs. Favede furthered the conversation by allowing the board members to know that we are working with attorney Joseph Hoffman to construct a letter with legal explanation. The board members questioned the act that was going to be taken but understood that if we wanted to meet with our 501c6 tax status, actions needed to be taken. Mrs. Favede brought to the boards attention that is it important for is to retract the money because we cannot offer these programs with those type of dollars. After an understanding came into place, Mr. Swanson explained to the board in depth that these schools were to invest the \$50,000 we gave them and can keep the interest that they have made on the endowment. Mr. Swanson also included that he has seen West Liberty's account and from the \$50,000 we gave them, they have made \$18,000 on it which means West Liberty has a total of \$68,000 and can keep \$18,000 of it. The conversation ended with Mrs. Favede telling the board that the most important thing to do now is clean up our gray areas, and in the future, we can look to see what programs we can offer to universities.

Safety Program

The board of directors made the decision in July to discontinue the safety program that we have offered in the past. Everything was clean out and done away with Mrs. Favede explained. The conversation came to an end once Mrs. Favede made the board members aware of telling their members that we have totally discontinued the safety program along with the Safety Glasses Program.

## New Business

### Goodwill Project Committee

The board of directors discussed having a Goodwill Project committee in July. This committee will consist of three voluntary labor managers and three voluntary contracting managers. In the prior meeting, Mr. Conner volunteered to be part of the committee, and by the end of the discussion Mr. Klempa also volunteered to take part in the Goodwill Project Committee. Mrs. Favede went over the guidelines that are expected for the committee. These guidelines consist of Application form, what the project would be, the cost of the project, what money would be donated to the project, approximate man hours, if the project had insurance, and whether they are looking for management or labor services from us. Mr. Swanson made the statement that he wants a "Project Best" mark left on any project that we will do. He also went on to explain that the committee needs to come up with criteria for the committee.

### Finance Committee

Mrs. Favede started the conversation by explaining that the members of the Finance Committee need to take a look at historical sponsorships to see if and what benefits that these sponsorships have done for Project Best. From that the committee can find what is important that they come up with a budget on sponsorships based on history found and benefits for Project Best going forward. Another topic that Mrs. Favede brought to attention was that Project Best is looking to change their logo to something that stands out more, and lets people know what it means and what we are about. She ended her talk with the statement that we need to come up with a finite amount of money we want to spend. Mr. Boniti agreed with Mrs. Favede and explained that the committee has not been together in a couple months and will conduct a meeting after getting a hold of members.

### Responsible Contracting

Majority of the committee was not there for the meeting. The committee will stay intact. The committee has flyers and templates made for responsible contracting. Committee members Mr. Bonfini and Mr. Klempa reported that the group will be getting together soon to discuss.

### Career Day Committee

This will stay intact and the committee that took care of the day this year will take care of it next year as well.

### Upcoming Gala

The co-chairs are looking to host the upcoming gala at the White Palace in Wheeling. Mr. Swanson mentioned that we needed to brain storm ideas of potential awards to give out. Awards that he came up with are Contractor over/under dollars of year, craftsman of the year, and contractor of the year man hours. Mr. Swanson told the board that the Gala will be a breakfast or dinner and may be the same day of the Career Day, which will be May 2<sup>nd</sup> or May 9<sup>th</sup>. We will determine its date over the next few weeks.

### Career Day

Both Co-chairs explained to the board that we will be hosting career day at Wheeling Park Ice Rink because it was significantly cheaper and if the weather is permitting we can go ahead and conduct outdoor activities for the kids. The event will take place on either May 2<sup>nd</sup> or May 9<sup>th</sup>. Mr. Swanson explained that it will be later in the year, so the ice can melt in the rink.

#### Auditor

Both Co-chairs mentioned that they found a great organization out of Bridgeport, PA. The Co-chairs indicated the board had previously decided that they will not have Project Best audited on an annual basis because it is too expensive and not necessary, but they will have it audited every 3-4 years.

#### New Employee

Mrs. Favade introduced Michael Finch the new Marketing Representative and Recruiter for the organization.

#### Bond Levy Support

Mrs. Favade mentioned that Project Best has done everything correct and for us to move forward the city has to do what is asked from Project Best. After a long discussion from all board members Mr. Conner made motion that if the city of Wheeling passes Responsible Contracting then we will support them with \$16,000. Mr. Mays seconded the motion and it was approved.

#### Web Site and Apprentices Programs.

Mrs. Favade showed the whole board the new website that was edited. She mentioned that they did not buy a new website, all they did was make major changes. The website showed all the labor managers and a quick link to their websites and some had employee applications. Mr. Boniti made the comment that he wants to have the contractors on the website as well. The topic of apprentices programs came up and the hiring process for the labors. It was mentioned that we had to make it a lot easier for the society to apply, and not have to go through so many loops.

#### Dino Colaianni

Mr. Swanson made it clear along with co-chair Mrs. Favade that we need to get Dino involved because we are losing a lot of work to him. Mr. Mays informed the board it depends when you catch him but that he has been in contact with him and we need to just sit him down and ask what we can do to make amends.

#### County Commission / OCDA

They are giving work to Dino, which results in work lost for Project Best. We need to sit down and give them a chance to talk. It was noted that they have bid criteria in place but it needs to be updated with the new Responsible Contracting bid criteria.

#### Application for Goodwill Projects

##### Wheeling Bikes

As a board we came to an agreement that we would make a concrete bike pad. Mr. Boniti made the motion, and Nick Karras seconded it. It was approved.

##### Martins Ferry Project Forward

The board also came to an agreement that we will do it, as long as they would have two banners made and put on the job site to let people know that Project Best is doing the projects. Motioned by

Mr. Conner, seconded by Mr. Mays, and it was approved. This project actually needs additional information and Mr. Bonfini will in contact with them.

Meeting was adjourned by Co-Chair Mrs. Favede.