



Portage County Young Democrats

Officer Elections Meeting January 12, 2021

I. Call To Order 6:35 PM EST

Pursuant to the Constitution and Bylaws of the Portage County Young Democrats, the organization will meet today, January 12, 2021 to elect voting members in good standing to the offices of Vice Chair of Chapter Building and Treasurer.

As outlined in the Constitution and Bylaws, individuals seeking election to either of these offices must:

1. Be Voting Members in good standing and remain so throughout their term of office, as well as meeting any and all requirements set forth by this organization's Constitution, Bylaws and Standing Rules, and;
2. Have been a Voting Member in good standing, and have been verified as such by the Sergeant-At-Arms no less than seven (7) days prior to the date of the current election.

Please note that any individual who has not yet attained their eighteenth (18th) birthday by the date of the election, or any individual who has attained their thirty-eight (38th) birthday on or before the date of the election, shall be prohibited from seeking office.

II. Roll Call

Will the Sergeant-At-Arms please call the role for voting members:

Clevenger-Morris: Present

Cola: Present

Errera: Present

Narzisi: Present

III. Officer Reports

President: I wanted to provide you with a few updates from the Party, as well as what we've been up to. On the part of the Party, the State Democratic Party will select their new Chairperson later this week. The County party is considering two applicants to

replace Pat Nelson as one of the two Democratic representatives to the Board of Elections. Those individuals are Chris Mallin and Randi Clites. I worked with the Treasurer to move all of our files out of the shared drive folder and into the PCYD google account. Access will be assigned to officers following this meeting.

Vice Chair of Chapter Building: I have greatly enjoyed serving as your VP for two years and working with our board to help grow this organization. Today I'm formally requesting the President appoint me to the position of Vice Chair of Communications so I can grow in a new role in PCYD while serving Portage County's democratic interests. I'd like to thank everyone who supported me and I appreciate you all.

Vice Chair of Communications: N/A (vacant)

Treasurer: Attached is the December monthly treasurer report. Available Cash Funds (As of Jan 11) is \$1,128.72.

Note: The full Treasurer's Report was read into the record, and has been attached to this document.

Motion: To accept the Treasurer's financial report as submitted.

Moved: Cola

Second: Errera

Motion: Carries 4-0-0

Sergeant-At-Arms: We completed a constitutional convention on Monday, January 11. Those changes have been reflected online. We will be completing elections for Vice Chair of Chapter Building and Treasurer this evening. I worked with the Treasurer to certify the voting membership prior to these meetings.

IV. Special Orders

Motion: Open Nominations

Moved: Cola

Second: Errera

Motion: Carries 4-0-0

Nominations for Vice Chair of Chapter Building

No nominations are made

Nominations for Treasurer

Matthew Cola Nominated Ashton Narzisi (Accepted).

Motion: Close Nominations

Moved: Narzisi

Second: Cola

Motion: Carries 4-0-0

Voting for consideration of elections to the Office of Treasurer will now take place digitally through zoom.

Ashton Narzisi is elected to the Office of Treasurer.

Appointments:

The President does hereby appoint Paul Errera to the vacant office of Vice Chair of Communications. Without objection from the Executive Board, the appointment stands.

V. Oath of Office

Upon completion of elections, all elected officers shall, as a matter of ceremony, recite the following Oath of Office:

“I, (STATE YOUR NAME), do solemnly swear and affirm to uphold the Constitution and Bylaws of the Portage County Young Democrats and to protect and defend the Constitutions of the United States and of the State of Ohio. I swear and affirm to faithfully discharge the powers of the office to which I have been elected with honesty and integrity to ensure the growth and success of this organization and the Democratic party now and in the future.”

VI. Old Business

VII. New Business

VIII. Announcements

The Portage County NAACP will hold a breakfast on Saturday, January 16 at 10:00 AM. The organization has contributed to the event. Any member who wishes to attend the event as part of the organization should send an email to info@portageyd.org.

The Annual Organizing Meeting for Elected Officers is scheduled for Friday, January 22 at 6:30 PM. The meeting will be hosted through Zoom.

The Young democrats of America have scheduled their Spring Conference and National Committee Meeting for April 10-11. The meeting will be held online, and is free to attend

for anyone interested. To register for the event [click here](#).

IX. Adjournment 7:05 PM

Moved: Narzisi

Second: Cola

Motion: Carries 4-0-0

See below for Treasurer's Report

Treasurer's Report

GENERAL UPDATE

Available Cash Funds (As of Jan 11) : \$1,128.72

No pending deposits; nor any pending disbursements.

Partial Month Expenses

Office Supplies - \$93.52

Merchant Processing Fees (December) - \$5.38

Software - \$6.41

As of Monday, January 11th the Bank Register, the 2021 Finance Plan Tracker & the Membership roles are current / up to date.

Shared Files / Drive have all "on hand" previously recorded materials migrated and on file. All (closed) bank statements and "Monthly Treasurer's Reports" are migrated and on file as well.

-- *Will be completing a full financial records audit prior to the January 22nd Officers Organizing Meeting; for review at said meeting full Executive Board.*

REPORTS

PreGen and PostGen 2020 Reports were filed with Portage BOE in December. At the same time an updated Designation of Treasurer (address update) was filed.

Year End 2020 Report has been compiled, reviewed and approved to file early; due January 29th. Likely will file this week.

Looking ahead, PCYD PAC will be filling PrePrimary, Post Primary, Semiannual, PreGeneral, PostGeneral and Year End reports for 2021. (*Preemptively determined for best practice by E.Board; regardless of "threshold"*). All of these deadlines have been added to the internal EBoard Google calendar.

IRS / BANKING

As of this past weekend an updated 8822B IRS form has been mailed to update address (for EIN) as well.

- Working with Huntington & online processors to update addresses with them this week.

No taxes / tax filings are due to be filed for fiscal year 2020.

FINANCIAL STATEMENT // 6 Mo. IN REVIEW

Starting July Balance : \$221.26

Raised : \$2,670

Expenses : \$1,657.23

InKinds : \$0.00

Ending Dec. 31 Balance : \$1,234.03

RAISED \$2,670

- \$120 dues (\$40 2020; \$80 2021)
- \$950 in "Grants" (Mailer)
- 1,550 "Fundraising"
- \$50 Digital (Petition)

SPENT \$1,657.23

- Merchant Processing Fee - \$38.66
- Postage \$1,270.28 (\$11 org)
- Printing \$192.24
- Software - \$134.88
- Website \$21.17

NET PROFIT : \$1,012.77

BUDGET

2021 Budget & Fundraising Plan were drafted and reviewed/approved by CEC (President). Full EBoard was provided for review before year end. - Edits to the budget will be made this coming week to account for a shift/reallocation of funds to community engagement in light of recent donation request.

With current status of "COVID" - have not/ will not be planning for any in person functions re; fundraising at this time.

2021 CarryOver - \$1,234.03

Total Raise Goal - \$3,535.00

- Finance Cmte - \$1,850
- Fundraising "Events" - \$400 (Sponsorship)
- Direct Solicits - \$500
- Digital - \$525
- Membership - \$260

TOTAL AVAIL 2021 : \$4,764.50

TOTAL BUDGET: \$4,649.00

- Admin - \$987
- Operation - \$2,654
- Marketing & Promotional - \$500
- Web & Mobile - \$508

TREASURER'S FINANCIAL REPORT

Portage County Young Democrats PAC
Monthly Treasurer's Report
For Month Ending December 31, 2020

BEGINNING BALANCE (November 30, 2020)

\$1,177.01

INCOME (DEPOSITS)

Date	Description	Amount
12/15/2020	AB-004 - Dues (2)	\$40.00
12/15/2020	DEP-030 - Dues (1)	\$20.00
12/27/2020	AB-006 - Dues (1)	\$20.00
	TOTAL INCOME (DEPOSITS)	\$80.00

EXPENSES (WITHDRAWS)

Date	Description	Amount
12/7/2020	SquareSpace Inc - Website	\$6.41
12/9/2020	Stripe - Merchant Processing Fee	\$0.50
12/21	Zoom,Us - Software	\$16.07
	TOTAL EXPENSES (WITHDRAWS)	\$22.98

ENDING CASH BALANCE (December 31, 2020)

\$1,234.03

OUTSTANDING EXPENSES (HAVEN'T CLEARED BANK)

Date	Description	Amount
	TOTAL OUTSTANDING EXPENSES	\$0.00

RECONCILED BANK BALANCE

\$1,234.03

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Poll Report						
Report Generated:	2021-01-14 00:46:02					
Topic	Meeting ID	Actual Start Time	Actual Duration (minutes)			
01122021 - Officer Elections Meeting	953 9852 0861	2021-01-12 23:29:23	39			
Poll Details						
#	User Name	User Email	Submitted Date/Time			
1	Matthew Cola		Jan 12, 2021 18:56:30	Should Ashton Narzisi be elected Treasurer of the Portage County Young Democrats?	YES	
2	P.J. Errera (He/Him/His)		Jan 12, 2021 18:56:33	Should Ashton Narzisi be elected Treasurer of the Portage County Young Democrats?	YES	
3	A Narzisi		Jan 12, 2021 18:56:29	Should Ashton Narzisi be elected Treasurer of the Portage County Young Democrats?	ABSTAIN	
4	Christopher Clevenger-Morris		Jan 12, 2021 18:56:31	Should Ashton Narzisi be elected Treasurer of the Portage County Young Democrats?	YES	