



Purchase Community, Inc. • 3095 Purchase Street • Purchase NY 10577 • T. 914.949.2636 • F. 914.949.0955 • [www.purchasehouse.com](http://www.purchasehouse.com)

## **ANNUAL MEETING OF THE MEMBERS OF THE CORPORATION**

December 6, 2022 7:00pm

### **AGENDA**

- Call to Order and Welcome: Shannon Anderson, President
- Approval of Minutes
- President's Annual Report
- Executive Director's Report
- Awards Presentations
  - Frank Dellaripa
    - Jonathan Yubas Award
    - William Hitchcock Award
- Verify Quorum Count
- Nominating Committee Report:
  - Charles Atanasio, Nominating Chair
    - Election of Board of Directors
- Old Business
- New Business

## **Minutes of the Annual Meeting of the Corporation**

December 7, 2021

At 7:06 pm Shannon Anderson called the meeting to order. Shannon welcomed everyone in attendance to the Zoom meeting. Loren Canell made a motion to approve the minutes from the last meeting of Members held on December 8, 2020. Clare Conlin seconded; the motion carried.

Shannon thanked Board Members and Community Members who took the time to join the meeting. Though it's been a year of continued challenges, good things are happening at the House!

**Appointment of Election Inspectors:** Shannon made an appointment of the Election Inspectors to confirm the quorum. The inspectors are required to take an oath and agree to faithfully execute their duties and stay impartial. Both Loren Canell and Chuck Atanasio agreed and signed the Oath. Election Inspectors signed Oaths and they are on file at the House.

**Annual Report:** Shannon Anderson explained what is required to be a member of the Corporation: Being at least 21 years of age and living in the Purchase Elementary School district give a person the right to be a Member of the Corporation. In addition to our town list of members, we include voters from the Purchase School District based on the Harrison Central School District voting role. Records of the members are kept on file at the PCH. Last year we had 3,315 individual members comprising of 1,567 households. This year we have 3,271 individual members comprising of 1,549 households. That is a decrease of 44 Members and 18 households.

**Executive Director's Report:** Jim reported that from a program perspective, the Covid-19 pandemic has certainly had an impact and we are thankful that camp returned in 2021 and preschool and afterschool activities are fully operational. Participation is down but we are getting back on track. Jim thanked all for joining the Zoom meeting. Hopefully next year we will all be back in the auditorium. Jim gave a big thank you to all full-time employees; Tom, Monique, Frank and Barbara. He expressed gratitude towards all of them and mentioned they do their job with a smile even with a mask on. He also thanked the library, police, school and firehouse for their continued support.

**William Hitchcock Award:** Frank Dellaripa awarded Nathan Havard this special award. Nathan loves the House just as much as Mr. Hitchcock did. He has been a camper for 12 years, is loyal and committed. All traits Bill would be proud of. Congratulations!

**Jonathan Yubas Award:** Frank Dellaripa presented a special award to Emily Salemo in recognition of a long time Purchase resident and Board Member who passed away in 1997. Emily has been part of the House community for a long time. She is loyal, responsible, trustworthy and honest. Way to Go!

**Board Member Retirements:** Shannon announced that we are losing Sharlise Smith-Rodriguez from the Board. Sharlise has spent many years on the Board (since 2012) and has been helpful in so many ways. She thanked her for her service and hopes the Doc enjoys her new home outside of the Purchase Community.

**Board Member Awards:** Jim thanked Scott Sherman for his 10 years of service and Loren Canell for 15 years of service. He has beautiful Purchase Community Board Member portfolios for them to use.

**Quorum Count:** Chuck Atanasio and Loren Canell verified the Quorum Count. 100 Members are required either in person proxy. Jim Kelly also verified numbers on the Zoom call. They reported 117 proxies including Board Members present and 1 other community member in attendance. 114 of the proxies were voting in favor of the Slate of directors, 3 were abstaining and 1 voted no since they did not know the slate at the time they sent in their proxy.

**Nominating Committee:** Loren Canell, the Nominating Chair, explained that the Committee's main responsibility is to put forth a slate of Directors to the Members for their vote. In addition, the committee also

nominates the Officers and Finance Committee to the Board for their vote. Though the Board is losing Sharlise we still have a terrific group of dedicated Directors returning. Board size will remain 13. Our new candidate is Lauren De La Cruz. Lauren's family participates in afterschool and camp, and we are very happy to welcome her to the Board.

The following Slate was put forth for 2022:

- |                     |                            |                    |
|---------------------|----------------------------|--------------------|
| 1. Shannon Anderson | 6. Lauren De La Cruz       | 11. Carolyn Rodier |
| 2. Charles Atanasio | 7. Justine Gaeta           | 12. Scott Sherman  |
| 3. Andrew Benerofe  | 8. Jessica Levinson-Andruk | 13. Michael Winter |
| 4. Loren Canell     | 9. Marylee Liebowitz       |                    |
| 5. Clare Conlin     | 10. Eleanor Mytych         |                    |

Loren made a motion to approve the slate of Directors. Justine Gaeta seconded. Shannon Anderson announced she was voting all 113 proxies in favor. The motion was carried.

Shannon Anderson made a motion to adjourn the meeting, seconded by Loren Canell. Motion carried and the meeting was adjourned at 7:26 pm.

**Old and New Business:** None

Respectfully Submitted, Loren Canell, Secretary

**PURCHASE COMMUNITY, INC.**  
**STATEMENTS OF FINANCIAL POSITION**  
**AUGUST 31, 2021 AND 2020**

**ASSETS**

	2021	2020
<b><u>Current Assets:</u></b>		
Cash and Cash Equivalents	\$ 338,070	\$ 190,366
Accounts Receivable		
Net of allowances of \$13,341 and \$18,911, respectively	12,343	3,480
Investments	90,536	87,495
Due from Purchase Children's Center	15,014	97,091
Prepaid Expenses and Other Current Assets	22,126	34,117
<b>Total Current Assets</b>	478,089	412,549
<b>Investment in Purchase Children's Center</b>	309,199	478,253
<b>Property and Equipment</b>		
Net of accumulated depreciation of \$2,187,539 and \$2,078,672, respectively	785,487	881,203
<b>TOTAL ASSETS</b>	<b>\$ 1,572,775</b>	<b>\$ 1,772,005</b>

**LIABILITIES AND NET ASSETS**

<b><u>Current Liabilities:</u></b>		
Accounts Payable and Accrued Expenses	\$ 54,433	\$ 14,873
Current Portion of Long-Term Installment Payable	62,000	62,000
Current Portion of EIDL Loan Payable	1,175	1,213
Current Portion of Capital Lease Payable	6,576	-
Unrelated Business Income Tax Payable (Prepaid)	(5,297)	42,703
Day Camp Refundable Tuition	-	94,035
Security Deposit Payable	2,300	-
Deferred Revenues	4,300	305,125
<b>Total Current Liabilities</b>	125,487	519,949
<b><u>Long-Term Liabilities:</u></b>		
SBA EIDL Loan Payable	153,710	149,475
SBA PPP Loan Payable	179,788	194,600
Capital Lease Payable	5,479	-
Long-Term Installment Payable - Childrens Center	-	62,000
<b>Total Long-Term Liabilities</b>	338,977	406,075
<b>Total Liabilities</b>	464,464	926,024

**COMMITMENTS AND CONTINGENCIES**

<b><u>Net Assets:</u></b>		
Net Assets, Without Donor Restrictions	1,103,372	845,981
Net Assets, With Donor Restrictions	4,939	-
<b>Total Net Assets</b>	1,108,311	845,981
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 1,572,775</b>	<b>\$ 1,772,005</b>

**PURCHASE COMMUNITY, INC.**  
**STATEMENTS OF ACTIVITIES**  
**FOR THE YEARS ENDED AUGUST 31, 2021 AND 2020**

	2021	2020
<b><u>CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS</u></b>		
<b><u>Revenues and Support without donor restrictions</u></b>		
Contributions	\$ 87,662	\$ 43,940
Grant income	-	9,000.00
Program: Day Camp	1,416,293	-
Program: Pool	300	160
Program: Community Activities	17,022	136,124
Food Service Income	213	6,605
Rental Income	175,257	96,349
Interest/Dividend Income	2,648	4,116
Forgiveness of Debt - SBA PPP Loan	194,600	-
Reimbursables from Purchase Children's Center	77,923	95,329
Net Income (Loss) from Investment in Purchase Children's Center (Net of Unrelated Business Income Taxes of \$250 and \$42,703, respectively)	(69,304)	159,453
Net Unrealized/Realized Gain (Loss) on Investments	3,041	16,141
	<b>1,905,655</b>	<b>567,217</b>
<b><u>EXPENSES</u></b>		
<b><u>Program Services</u></b>		
Day Camp	1,140,138	587,261
Pool	32,093	72,629
Community Activities	170,262	323,242
	<b>1,342,493</b>	<b>983,132</b>
<b><u>Supporting Services</u></b>		
Management and General	251,514	296,517
Fund Raising	54,257	44,385
	<b>305,771</b>	<b>340,902</b>
<b>TOTAL EXPENSES</b>	<b>1,648,264</b>	<b>1,324,034</b>
<b>INCREASE (DECREASE) IN NET ASSETS WITHOUT DONOR RESTRICTIONS</b>	<b>257,391</b>	<b>(756,817)</b>
<b>NET ASSETS WITHOUT DONOR RESTRICTIONS, AT BEGINNING OF YEAR</b>	<b>845,981</b>	<b>1,602,798</b>
<b>NET ASSETS WITHOUT DONOR RESTRICTIONS, AT END OF YEAR</b>	<b>\$ 1,103,372</b>	<b>\$ 845,981</b>
<b><u>CHANGES IN NET ASSETS WITH DONOR RESTRICTIONS</u></b>		
<b><u>Revenues and Support without donor restrictions</u></b>		
Contributions	4,939	-
<b>TOTAL REVENUES AND SUPPORT WITH DONOR RESTRICTIONS</b>	<b>4,939</b>	<b>-</b>
<b>INCREASE (DECREASE) IN NET ASSETS WITH DONOR RESTRICTIONS</b>	<b>4,939</b>	<b>-</b>
<b>NET ASSETS WITH DONOR RESTRICTIONS, AT BEGINNING OF YEAR</b>	<b>-</b>	<b>-</b>
<b>NET ASSETS WITH DONOR RESTRICTIONS, AT END OF YEAR</b>	<b>\$ 4,939</b>	<b>\$ 0</b>



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## **NOTICE OF ANNUAL MEETING OF MEMBERS**

October 31, 2022

Dear Resident:

You are cordially invited to the Annual Meeting of the Members of Purchase Community, Inc. at 7:00PM on Tuesday December 6, 2022. The meeting will be held virtually via Zoom. The Zoom link will be posted on our website. Any resident of the area defined by the Purchase School District who is at least 21 years of age is a Member of the corporation and shall be entitled to one vote on each matter submitted to a vote of the Members.

The purpose of this meeting is to elect Directors to serve on the Board. The slate will be posted on the Purchase Community House website, no less than seven (7) days before the meeting. Go to <http://www.PurchaseHouse.com/membermeeting.html>.

The proxy is attached and also available on our website along with a copy of our By-Laws and minutes from the last meeting of Members.

If you cannot attend the meeting, a proxy and postage paid return envelope are enclosed for your use. A quorum of 100 Members in person or by proxy is required for the meeting to proceed. Your support in person or by proxy is appreciated. If you have any questions, please call our Executive Director, Jim Kelly, at 914-949-2636.

# Purchase Community, Inc.

December 6, 2022

## Proposed Slate of Directors

- |                      |                            |
|----------------------|----------------------------|
| 1. Shannon Anderson  | 7. Justine Gaeta           |
| 2. Charles Atanasio  | 8. Jessica Levinson-Andruk |
| 3. Andrew Benerofe   | 9. Eleanor Mytych          |
| 4. Loren Canell      | 10. Carolyn Rodier         |
| 5. Clare Conlin      | 11. Scott Sherman          |
| 6. Lauren De La Cruz | 12. Spencer Weinkle*       |

\*New Candidate

## Proposed Executive & Finance Committee

President:	Shannon Anderson
Vice President:	Justine Gaeta
Treasurer:	Charles Atanasio
Secretary:	Clare Conlin
Finance Chair:	Scott Sherman
Immediate Past President:	Clare Conlin

## Honorary Board Members

Mr. Louis Acampora	Mr. Herbert Kaplan	Mr. Michael Sasso
Mr. Irv Beitler	Mr. Roger King	Mr. T.E. Schaefer
Mr. Andrew Benerofe	Mr. Joseph Leja	Mrs. Jane Sluss
Mr. Arnold Canter	Mr. Rafael Malsin	Mrs. Josephine Tortorici
Mr. Richard Canter	Mrs. J.J. Portanova	Mrs. Helene Trosky
Mr. Thomas Havard	Mr. Donald Read	Mr. Arnie Ursaner
Mr. Robert Heins	Mr. Steve Rosenthal	Mr. Paul Valentine
Mr. J. Wayne Hisle	Mrs. Jini Sachse	Mr. Stephen Weiss
Mr. William Hitchcock	Mr. Jerry Sager	Mr. John Winter



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## MEETING OF THE BOARD OF DIRECTORS

December 6, 2022      7:30pm

# AGENDA

- Call to Order: Shannon Anderson, President
- Approval of Minutes
- Nominating Committee Report: Charles Atanasio, Chair
  - Proposed Executive & Finance Committees
    - Shannon Anderson, President
    - Justine Gaeta, Vice President
    - Chuck Atanasio, Treasurer
    - Clare Conlin, Secretary
    - Scott Sherman, Finance Chair
    - Clare Conlin, Immediate Past President
- Appointment of Committees: Shannon Anderson, President
- Old Business
- New Business

***Minutes of the meeting of the Board of Directors of the Purchase Community, Inc.  
Held via Zoom teleconference on November 15, 2022***

At 6:39pm, President Shannon Anderson called the meeting to order. Regarding the minutes of the previous board meeting dated October 18, 2022, Jessica Levinson-Andruk made a motion to approve, and Justine Gaeta seconded. The motion carried and the minutes were approved.

**Treasurer's Report** Treasurer Chuck Atanasio had to step aside from the Zoom meeting momentarily so Jim Kelly reported that there was \$336,233 in the Purchase Community Inc. bank accounts as of November 14, and \$928,862 in the Children's Center bank accounts as of that date.

**Finance Committee** Jim Kelly reviewed the PCH's financial performance and compared it with that of the previous year, although he indicated that the previous year's performance was as of the end of November, and not as of November 14 which was all the data he has for this year so far. Camp revenues are basically flat to the year-ago numbers. Compared with last year, the overall fiscal year-to-date is at a deficit of \$110,000, versus a deficit of \$32,000 a year ago. Jim emphasized to the board that a more aggressive fundraising goal will be necessary to fund the project expenses that have been approved for this year. He also shared his concern that the state of the economy, and fears about inflation, may impact camp registration this year. The Children's Center is showing a net surplus of \$336,000 currently, which will decline as the year progresses (this is the typical cycle of the Children's Center financials). The Community House is currently at the low point of its cash cycle; the Children's Center has accrued its portion of Jim's salary but has not transferred that amount to the PCH yet. Jim will arrange to make the transfer. One last note is that the auditors have informed Jim that the IRS now requires a multi-year lease to be recorded on the books as a liability. Now that the Children's Center has a multi-year lease, Jim and the auditors are working out how to conform to the IRS requirement.

**Dance Class Rental Fee** Jim reminded the board that the current rent for the Institute of Dance is at \$3,500. Justine made a motion to keep the rent unchanged for this year, and Clare Conlin seconded. The motion carried.

**Mini Camp Fees:** Jim proposed to increase fees for non-campers to participate in mini-camp by 5%, to \$850 from \$895 for the 9:00-3:00 campers. Chuck moved to adopt that change, Justine seconded, and the motion carried.

**Audit Committee** Clare moved to approve the preliminary budget which will then be reviewed by the Audit Committee. Justine seconded, and the motion carried. Justine reported that the auditors are working on preparing our year-end documents. Because of the disparity in the fiscal year-end dates between the PCI and the PCC, the PCI will likely file for an extension to submit its final tax report by April 15.

**House and Maintenance Committee** Jim updated the board on the status of the pool project. With the assistance of Rich Canter, Jim has proposed some adjustments to the insurance requirements in the standard contract he received from the contractor, and is waiting to hear back from them. Jim has all the insurance certificates for the project and expects to submit applications for permits by the end of the week.

**Children's Center Update** The Children's Center has the same number of students enrolled as last year. Revenue should continue to come in as parents register for enrichment and after-care. Registration has begun for the 2023-2024 school year, and the pace of enrollment is about on par with last year's.

**Program Committee** Frank Dellaripa reported that there are 105 participants for the fall after-school session, which includes 26 participants in the Homework Club and 35 signups for after-school classes. Daily average attendance is about 44 children, with Wednesdays and Thursdays being consistently the busiest days. Registration for the winter session is about to open up. There will be a holiday pop-up party on Friday run by KinderBox Kids, and registration is off to a good start with 11 signups so far. Registration for drop-ins for the

Purchase School early dismissal days has begun and a handful of children are signed up, but parents tend to wait until the last-minute to register so Frank still expects a good turnout. The weekend programs are going well, with Sounds Good Westchester scheduled through the end of the year, and Harrison Youth Soccer starting in December. Frank pointed out that Purchase School will likely do an early dismissal on the last day before Winter Break, which is December 23, and he would like to cancel after-school for that day because he anticipates very low attendance, especially in light of the almost non-existent participation on Halloween. Jessica moved to cancel after-school programming on that day, and Chuck seconded. The motion carried.

**Fund Raising Committee** Jim was pleased to report that fundraising is slightly ahead of where we were at this time last year. The staff is preparing a mailer to send to families for whom we don't have an e-mail address, including 800 camp alumni, and have been reaching out through a camp alumni FaceBook page. There will be a camp alumni bowling night. The fundraising efforts have been focused so far on Giving Tuesday, which had a significant boost last year.

**Investment Committee** Jim indicated that November 17 starts the blackout period for the rollout to the new platform for the employee 401K plan, during which no changes may be made.

**Nominating Committee** Chuck has spoken with Spencer Weinkle, the committee's candidate to add to the board. Chuck and the Nominating Committee are pleased to recommend Spencer to join the board as he is high-energy and enthusiastic, with young children in the community. Two board members will be departing, Michael Winter and MaryLee Lebowitz. Jim shared that the proxy count that he has received so far for the Annual Meeting on December 6 currently stands at 56. 100 proxies are required.

**Old Business:** None

**New Business:** None.

Chuck made a motion to adjourn and Jessica seconded. At 7:40pm, the meeting adjourned.

Respectfully submitted by Clare Conlin, Secretary.

Board members participating: Shannon Anderson, Chuck Atansio, Andy Benerofe, Clare Conlin, Lauren de la Cruz, Jessica Levinson-Andruk, and Eleanor Mytych.

Jim Kelly and Frank Dellaripa also participated.



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## Board of Directors

### Committee Assignments as of December 6, 2022

#### **Elected Committees**

<p><b><u>Executive Committee (5)</u></b>            Shannon Anderson - <b>President</b>            Justine Gaeta - <b>Vice President</b>            Chuck Atanasio - <b>Treasurer</b>            Clare Conlin - <b>Secretary</b>            Scott Sherman - <b>Finance Chair</b>            Clare Conlin - <b>Immediate Past President</b></p>	<p><b><u>Finance Committee (5)</u></b>            Scott Sherman - <b>Finance Chair</b>            Clare Conlin - <b>Secretary</b>            Shannon Anderson            Chuck Atanasio            Justine Gaeta</p>	<p><b><u>Nominating Committee (3)</u></b>            Chuck Atanasio - <b>Chair</b>            Eleanor Mytych            Carolyn Rodier</p>
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#### **Appointed Committees**

<p><b><u>House &amp; Maintenance Committee (3)</u></b>            Clare Conlin - <b>Chair</b>            Andy Benerofe            Scott Sherman</p>	<p><b><u>Program Committee (4)</u></b>            Loren Canell - <b>Chair</b>            Justine Gaeta            Jessica Levinson-Andruk            Eleanor Mytych</p>	<p><b><u>Fundraising Committee (4)</u></b>            Chuck Atanasio - <b>Chair</b>            Lauren De La Cruz            Carolyn Rodier            Spencer Weinkle</p>
<p><b><u>Audit Committee (3)</u></b>            Justine Gaeta - <b>Chair</b>            Chuck Atanasio            Scott Sherman</p>		