Executive Board Meeting Minutes

Camden Community Family Center, Inc. d/b/a The Visitation Center

Meeting Type: Executive Board Meeting
Date: Thursday, May 28, 2026
Time: 6:30 PM
Location: Camden Community Family Center, 711 Charles Gilman Jr Ave, Kingsland, GA 31548

1. Call to Order

The meeting was called to order after confirmation that a quorum was present.

2. Attendance

Present: Robert Davenport-Ray, Pam Bennett, Larry Crosby, Silvia Rainer, Ginger Babb, Anthony Kicklighter (arrived later)

Others Referenced in Updates: Haleigh Jinkins (grant support), Nicole Cooley (website support), Christen Landrum (bank contact)

3. Approval of Previous Minutes

The board reviewed the previous meeting minutes. No substantive corrections were raised.

Motion: Larry Crosby moved to approve the previous meeting minutes.

Outcome: Motion approved by the board.

4. Financial Report

The board reviewed current financial activity, including routine operating expenses and annual charges such as Zoom, website-related services, and True Charity membership.

Board members noted that the higher-cost month reflected expected annual expenses, which are now scheduled for automatic payment each May.

Additional funds were transferred into the debit account to maintain an adequate operating balance after recent payments. The board also reviewed incoming race registration deposits and noted that registration revenue is being received weekly.

Taxes for the current fiscal year were reported as completed by the required deadline.

Reserve Discussion: Based on grant guidance, the board discussed moving a portion of funds from checking into a savings or reserve account to strengthen the organization's financial position for grant applications.

Amounts discussed for transfer ranged from approximately $20,000 to $30,000 to keep funds accessible while demonstrating sound stewardship and reserve capacity.

Follow-up: The board agreed to consult the organization's banking contact regarding the most suitable savings or high-yield reserve option for a nonprofit organization.

5. Executive Director's Report

The Executive Director reported continued progress in grant development, website improvements, parenting education enrollment, and community visibility efforts.

A new website for Camden Community Family Center is now live and has already generated measurable traffic, including direct visits, Google-driven traffic, and referrals from Facebook.

The board discussed the website's professional presentation, ongoing optimization, and the importance of maintaining a clear digital presence while distancing the organization from outdated legacy web properties.

The Executive Director also reported that new parenting class participants were identified through the website, including a special-needs couple seeking services, resulting in an additional class offering and fee-based revenue.

6. Grants and Funding Updates

The board reviewed current grant-writing activity and discussed multiple applications in progress or recently submitted with support from Haleigh.

- St. Marys Methodist Foundation – request discussed for travel, salary support, vehicle operations, and parenting education workbooks.
- Baker Grant – request discussed for updated cameras, computers, monitors, and server support.

- Georgia Bar Foundation – request discussed for general operating costs, salaries, and future audit expenses.
- Coastal Community Foundation – request discussed for long-distance travel and general operating support.
- McClure Foundation – request submitted for parenting class support.

The board noted that several grantors are placing stronger emphasis on reserve funds and financial accountability, including the expectation of a future audit.

Letters of support have been secured from key community and judicial partners and will be included in grant submissions where appropriate.

7. Fundraising and Event Updates

The board reviewed progress on race registration and promotion. Early registrations were reported as positive for this stage of planning, with pricing scheduled to increase after the early-bird deadline.

Members discussed improving access to registration links across the organization's website, social media, and partner websites to maximize event participation.

The board also discussed donation platform options and expressed interest in replacing previous tools with a simpler, lower-cost platform. Zeffy was identified as an option for further review.

8. Operations and Governance Updates

The board discussed the need for updated board biographies and brief personal statements for the website and nonprofit presentations.

There was also discussion about future board development and the value of adding members whose lived experience or professional background aligns closely with the organization's served populations.

9. Action Items

- Consult banking representative regarding reserve or savings account options for nonprofit funds.
- Continue submission and follow-up on current grant applications.
- Review and finalize website improvements, including event registration access and donation tools.

- Evaluate Zeffy and other donation platform options for board consideration.
- Gather brief board biographies for website and promotional use.

10. Adjournment

There being no further business, the meeting was adjourned.

Prepared by: Robert Davenport-Ray
Submitted by: Robert Davenport-Ray