

**Lamoille Family Center
Board of Directors
January 27, 2016
Board Meeting - 5:00 – 7:00 pm**

Present: Bryn Fisher, John Duffy, Eileen Paus, Daniel Regan, Brenda Christie, Charlie Teske and Scott Johnson

Absent: Katie Marvin, Sandy Paquette and Ronna Ziegel

Minutes

1. Minutes of December 16, 2015
 - a. Eileen moved to approve the minutes of December 16, 2015, as amended, Brenda seconded and the board voted unanimously to approve the minutes.
2. Financial
 - a. Charlie shared the 990 and reviewed the most pertinent sections of the 990 with the Board.
 - i. Dan moved to approve the 990, with a recommendation to our auditor to change 15B to yes, Duffy seconded and the board voted unanimously to accept the 990.
 - b. Charlie presented and reviewed the 12/31/15 Financial Report with the Board.
 - i. The board discussed the report and noted that we have a strong revenue line due primarily to a one-time estate donation and a strong Annual Appeal.
3. Personnel
 - a. Restructuring Administrative Functions and Succession Planning
 - i. Scott presented, for discussion, an eighteen month proposal for succession and transition of: the Finance Manager, creating a Deputy Director position in lieu of a Development Director and succession of the Executive Director.
 - b. Review and approve personnel policy change: Use of LFC Child Care by LFC Staff
 - i. Dan moved to accept the revised policy, with the recommendation to rework procedure 3, the motion was seconded by Eileen and the board voted unanimous to accept the revised policy.
4. 40th Year Anniversary
 - a. Special Appeal
 - i. The board recommended that a Special Appeal focusing on raising restricted funds to “*Send a Kid to Camp*” was an appropriate and worthy focus.
 - b. Events and Marketing
 - i. The board recommended focusing on the Annual Meeting as a 40th year celebration and inviting a prominent keynote.

5. Property Update on DRAFT Letter and Agreement with Town of Morristown
 - a. Bryn met with Select Board Chairman, Bob Beeman, to discuss communication between the boards. Bob was supportive of the Family Center's needs and ensured future collaboration.
6. Board Expansion
 - a. Bryn and Scott reviewed the contacts they have made with prospective board members.
7. Other
 - a. February 24th meeting
 - i. The Board agreed to reschedule the February Board meeting to Tuesday March 1st at LFC from 5:00pm – 7:00pm
 - b. Donor Thank You Phone Calls
 - i. The Board agreed to make donor thank you phone calls for donations made during the Annual Appeal. Scott will get each member of the Board a call list within the next week.
8. Adjournment

FY'15 Strategic Directions: RBA, Property, Salary/Benefits, Board Expansion

Next Board Meeting

5:00pm – 7:00pm

Rescheduled to March 1, 2016

(Regular Board meetings are typically every 4th Wednesday of the month)