

**Lamoille Family Center  
Board of Directors  
October 22<sup>nd</sup>, 2014  
5:00 -7:00pm**

**Present:** Bryn Fisher, Sandy Paquette, John Duffy, Ronna Ziegel, Daniel Regan, Katie Marvin, Scott Johnson, Charlie Teske, Christie Leone

**Board Meeting**

1. Minutes of 9/24/14

Ronna motioned, Dan seconded, the Board voted unanimously to approve.

2. Financial

a. Distributed the Final Audit and draft 990

Charlie provided hard copies of the Audit. The draft 990 has not yet been received, but is expected in the next few days. The Board discussed the Auditor's recommendation that the LFC develop a 'financial management plan' for investing. The Board agreed that it would be good to get some input from a consultant.

b. FY'15 Quarterly Report thru 9/30/14

Charlie discussed the FY15 1<sup>st</sup> Quarterly Report. At the close of this quarter, the budget is showing a gain of approx. \$60,000. The gain is due to a variety of circumstances, including a number of programs that underspent in this quarter, but this will change as we get further into the year.

c. FY'16 Budget projections

Looking forward to FY'16, we can expect level funding from the state with the possibility of a 5% cut. Scott discussed concerns regarding structural deficits in LFC programs due to loss of grant and state funding. Families Learning Together has low enrollment at the moment, and the Board discussed ways of getting the word out to partners who could make referrals.

3. Bylaws

a. Approval of recommended changes

Dan motioned, Katie seconded, the Board voted unanimously to approve the proposed changes to the By-Laws.

4. Administrative Structure of LFC

a. History

Scott discussed the evolution of the management structure and leadership team. For many years there was a Co-Director model at the LFC. A Development Director was hired in 2009 and also filled additional leadership and administrative responsibilities.

b. Current Status

The current Development Director's responsibilities are intended as primarily development at 32 hours a week. This change puts added responsibility on Scott's plate. Board members were interested in checking in to see how this is working. Scott

responded that we are still in a transition/adjustment period and that it might be good to check back in later this year.

c. Next Steps

The Board suggested that it would be good to check back in February once the transition has settled. The Board also discussed the value in conducting a 360 Evaluation that includes multiple perspectives. In addition, it would be good to schedule an opportunity for the Board Chair to meet with staff.

5. Feasibility Study

a. Current Status

Feasibility Study packets were sent out on Monday October, 20th. The Board reviewed the packet. Christine will conduct interviews beginning the week of November 10<sup>th</sup>, and report back to us in December.

b. Follow-up on recommendations of interviewees

Dan suggested that Christine might ask interviewees about their impressions of our packet/materials. Board members asked if there would be a back-up list of potential interviewees if we are not able to schedule enough interviews to make the study worthwhile. Scott responded that we could identify additional contacts if necessary.

6. Any other business

a. Debrief Pumpkin Chuckin'

The event was very successful, netting more than \$11,000. The weather on the day of the event was beautiful and the addition of corporate sponsorships added to the success. The Board discussed ideas for future fundraising and the risk in planning outdoor events. Bryn mentioned that it would be very helpful for us to develop a 'friends of the family' volunteer group that might also include donors.

7. Adjournment

Sandy motioned, Katie seconded and the board unanimously voted to adjourn.

**FY'14 Strategic Directions: RBA, Property, Salary/Benefits, Board Expansion**

**Next Board Meeting**

**5:00pm – 7:00pm**

**November 19, 2014**

**December 17, 2014**

(Regular Board meetings are typically every 4<sup>th</sup> Wednesday of the month)