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**Board of Directors' Meeting
October 23, 2013**

Present: Bryn Fisher, John Duffy, Dot Reeve, Dan Regan, Ronna Ziegel, Sandy Paquette, Katie Marvin
Staff: Scott Johnson, Charlie Teske, Becky Gonyea

1. Approval of Minutes

Dan motioned to approve the minutes of September 25, 2013. Sandy seconded. Motion passed.

2. Financial, Salary and Benefits

a. Review and Approve Audit

The draft audit will be sent to the board prior to the next board meeting and will be on the agenda for approval.

b. Review and Approve Financial Procedures

Scott explained that the Fiscal Policies and Procedures Manual contains a fiscal policy that requires approval of the Board as well as detailed procedures.

Dot motioned to approve the Fiscal Policy. Dan seconded. Motion passed.

The Board agreed that the policy manual and 990 should be posted on the website.

c. Review Quarterly Financial Reports

Charlie and Scott reviewed the July 1 – September 30, 2013 quarterly report.

3. Property

a. Recap meeting with Village Water & Light

Bryn, Duffy and Scott and met with Craig Myott and Penny Jones from the Morrisville Village Water and Light Department, at their request, to discuss their continued interest in the Bridge Street property. The meeting included discussion regarding:

- What are LFC's current intentions with the Bridge Street property?
- Would LFC consider an easement to MW&L for access to their property?
- Is LFC still interested in a buffer zone from MW&L along the south border of the Bridge Street property?
- Would LFC consider selling the Bridge Street property to MW&L?
- Would MW&L reconsider LFC's 1/21/13 proposal to either gift the MW&L property to LFC to put into conservancy for future generations; or, would MW&L consider selling their property to LFC?

Craig will follow up with the LFC once he has met with the MW&L Trustees.

Bryn noted that the LFC property should be on the Board agenda when there is action to take or something new to discuss. Other agenda items related to the property include capital campaign preparation and continued visioning for the future of the LFC.

b. Review Property Financial Scenarios

Becky reviewed financial scenarios detailing potential long term costs associated with a new facility . The scenarios address three factors:

- How much can be raised in a capital campaign?
- How much could the LFC afford in a mortgage?
- What would be the added costs of a new facility (utilities, heating, maintenance, etc.)?

4. Results Based Accountability

a. RBA Population Accountability Exercise

Becky led the Board through an exercise to begin identifying population level indicators (a measure that helps quantify the achievement of an outcome). The Board reviewed a short list of indicators that the LFC Leadership Team developed as well as a longer list of indicators used by State and community partners. The Board's initial brainstorm included:

- Percent of children in quality child care
- Percent of children ready for school (according to the Vermont Kindergarten Readiness Survey)
- Percent of children living in poverty
- Percent of families with affordable housing
- Rate of child abuse and neglect substantiations
- Rate of employment

The Board discussed the appropriate levels of accountability:

- Indicators (LFC contributes to improving along with State and community partners)
- Performance measures (direct measures of how well a program/service is working)

Discussion points included:

- Reflection on the large number of outcomes identified by the State that the LFC contributes to
- If the LFC tracks an indicator, how directly should it be working to improve that condition (eg., premature births, child abuse and neglect)
- Strong partnerships are critical to improving indicators
- Is the indicator, percent of fourth grade children reading at grade level, an appropriate measure for the outcome Children Succeed in School?

5. Other Business

a. Development Director

Becky reported on a number of activities:

- Pumpkin Art Night – Friday November 25th
- Fundraising Events – The Climb for Kids and Pumpkin Chuckin' events were a success, raising more than \$16,000.
- Annual Appeal – The letter will be in the mail by Monday November 25th.
- Holiday Project and Adopt a Family – Both projects are underway. The Holiday Project will take place on Saturday December 14th.
- LUHS Dance Recital – Friday November 1st at 7pm to benefit the LFC.

b. Other

Upcoming Board Meeting Dates – The next two meetings will be on the third Wednesday of the month due to holidays – November 20th and December 18th.

Child care staffing – The child care center has secured a couple of new subs and has hired a part-time staff person to assist mid-day.

6. Adjournment

Katie motioned to adjourn. Ronna seconded. Motion passed.

Follow Up/Action Steps

None

Future Meeting Agenda

- Audit approval
- Update regarding any follow up from the Morrisville Village Water and Light Department
- Capital campaign preparation
- Continued visioning for the future of the LFC
- Results Based Accountability

Next Board Meeting

November 20, 2013 5-7pm

Different Location – LFC Learning Together classroom

(Morrisville Graded Building – at the bottom of the hill from Peoples Academy)