

**Lamoille Family Center  
Board of Directors  
December 16, 2015  
Board Meeting - 5:00 – 7:00 pm**

**Present:** Bryn Fisher, Eileen Paus, Peter Peltz, John Duffy, Ronna Ziegel, Scott Johnson and Charlie Teske

**Absent:** Sandy Paquette, Brenda Christie, Katie Marvin, Daniel Regan

↑  
**Minutes**

1. Peter made a motion and Eileen seconded to approve the minutes of November 18, 2015. The minutes passed unanimously.
2. FY'15 Financial Audit
  - a. Charlie reviewed the Audit changes: 1) page 5 - Town Allocations were combined with foundations and trust grants, 2) page 6 - language added Town Allocations to Foundations and trust grants, and 3) page 16 -modified the food program to include two CFDA award lines.
  - b. Peter made a motion and Ronna seconded to approve the FY'15 Audit with changes as reviewed.
3. Property
  - a. Scott reported that the Town of Morristown Select Board voted on Monday 12/ 7/15 not to accept the draft agreement LFC prepared regarding the Bridge Street property and there was no further discussion by the Select Board. The LFC Board agreed to have Chair Bryn Fisher contact Chair Bob Beeman of the Morristown Select Board to pursue further discussion regarding the agreement.
4. Personnel
  - a. Scott has hired Karen Miller as a part-time contractor to assume some Development Office duties until such time as the LFC Board finalizes a decision about how we ultimately fill the Development Director position.
  - b. The discussion on how to recalibrate the position of Development Director was postponed until the January meeting.
  - c. Scott shared an outline for an Emergency Succession Plan that is recommended that all non-profits implement to ensure smooth transitions in the event of a sudden loss of leadership.
5. Salary
  - a. Ronna motioned and Eileen seconded to approve a \$150.00 bonus for staff. The motion was unanimously approved.
6. Board Expansion
  - a. Bryn and Scott had preliminary contact with two individuals regarding their interest in joining the Board. A more formal discussion with each of them will occur after the New Year.
7. Other
  - a. Scott reminded the Board that we are entering our 40<sup>th</sup> Year Anniversary and that we should begin planning for springtime Special Appeal, publicity and any related events. He suggested that a Special Appeal might be focused on setting up a "restricted

fund” for summer camp scholarships. Eileen reminded the Board of previous discussion regarding a child care endowment fund. We will pursue further discussion on the 40<sup>th</sup> Anniversary at our January meeting.

- b. The Board agreed that we should not remain as the sponsor and lead agency of the Pumpkin Chuckin’ Festival in 2016. Scott will be in touch with David Jordon to inform him of our decision.
8. Duffy made a motion to adjourn, seconded by Peter and the Board unanimously agreed.

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

**Next Board Meeting**

**5:00pm – 7:00pm**

**January 27, 2016**

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