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**Board of Directors' Meeting
April 23, 2014**

Members Present: Brenda Christie, Bryn Fisher, John Duffy, Dan Regan, Sandy Paquette, Kate Marvin, Dot Reeve
Staff Present: Charlie Teske, Scott Johnson

1. Minutes of 3/26/14

Dan motioned to approve the minutes of 3/26/14. Brenda seconded. Motion passed.

2. Financial

a. FY'14 Year-to-date

Charlie and Scott shared a narrative and financial report detailing year-to-date revenue and expenses. Year-to-date revenues are running ahead of anticipated.

b. FY'15 Preliminary Budget Review

Charlie and Scott presented a first draft FY'15 budget that did not include salary increases.

c. Implications for short and long-term budget planning

Charlie and Scott presented information on Vermont Community Foundation investing options. More information will be brought back to the May meeting for consideration.

3. Personnel

The Board discussed the Development Director position, which will be vacant as of June 1st. Scott stated that the present position has been approximately 40% program director and 60% Development Director. The Board supports a refocusing of the position to 100% Development Director. The Board encouraged Scott to re-draft the present job description and to look outside the community for possible candidates. It was also encouraged that knowledge of RBA be part of candidates credentials. A search committee will be developed.

The Board will review the administrative structure at the September or October meeting with Scott apprising the board of any impact that refocusing this position has had on the organization.

Although advice and input (for instance about process, the position, candidates) are to be welcomed, incumbents will not generally play a formal role in selecting their successors. This would apply to the current or upcoming search for Development Director. Additionally, the Board may wish to consider a more general policy statement along these lines.

4. Property

The Board has agreed to move forward with conducting a feasibility study. The next steps include –

- Identify a process for engaging staff, board and community members through facilitated discussions
- Contract with architectural staff to engage in #1 and ultimately generate preliminary drawings (by the end of the summer) to be used during the feasibility study
- Develop, with the support of Christine Graham, a case statement and related materials for use in the feasibility study
- Contract with Christine Graham to conduct the feasibility study in the fall

The property committee will plan a meeting prior to our May meeting.

5. Staff and Board Participation in LFC Services

Duffy motioned to accept the proposed policy. Sandy seconded.

Discussion followed with Katie suggesting that the procedure include the following statement -
If services are denied, LFC will endeavor to find alternative service or support for the family involved.

The motion passed. The language suggested above will be added to the procedure. Dan asked that this policy be placed after the staff conflict of interest statement in the present policy/procedure manual.

6. Other Business

a. Board Recruitment

Scott is approaching people mentioned.

b. Director Report:

Scott shared some challenges associated with operating the LFC Supervised Visitation program including lack of private space, ongoing supervision needs of staff (Becky has acted as the supervisor for the past year), safety concerns (monitor is often alone in the building during visits), and program model does not meet everyone's needs (monitoring versus coaching model). The LFC is exploring whether the program is better suited in another organization.

Rick Davis has agreed to speak at the annual meeting.

7. Adjournment

Meeting adjourned at 7:05pm.

Next Board Meeting
May 28, 2014 5-7pm
Lamoille Family Center