

**Lamoille Family Center  
Board of Directors  
July 23, 2014  
Board Minutes**

**Present:** Ronna Ziegel, Dan Regan, Sandy Paquette, John Duffy, Katie Marvin, Peter Peltz, Charlie Teske and Scott Johnson

**Board Meeting**

1. Minutes of 6/25/14
  - a. Ronna motioned, Dan seconded and the minutes of 6/25/14 were unanimously approved.
  
2. FY'14 Year-End Financial Report – No Action taken
  - a. Charlie presented the 6/30/14 preliminary year-end revenue and expense statement. Revenues and expenses will be finalized during the audit in August but currently we show a healthy surplus due to revenues exceeding original budget projections and expenses down, in large part, due to vacancies savings and lower than anticipated utilization of health benefits.
  - b. FY'15 revenues in child care dropped by \$5000 due to a Strengthening Families grant reduction and LEA funds for Learning Together are down slightly and still being negotiated to mitigate any further erosion.
  - c. We received notification of a \$30,000 unrestricted grant for FY'15 from a private donor.
  - d. Our VCRHYP incentive from over utilization in FY'14 and payable in FY'15 came in at \$22,000 or \$14,000 above the \$8,000 budgeted.
  
3. Staffing – No Action Taken
  - a. An interview team comprised of Ronna, Sandy, Charlie, Scott and Neal Fisher interviewed two candidates and recommended Christie Leone as the LFC Development Director and to be moved forward to the next stage. Scott will schedule an opportunity for the staff and Board to meet with Christie on Monday 7/28/14 at 4pm and 5pm respectively. A final hiring decision will be made by Scott after those meetings and feedback from the staff and board.
  - b. An interview team of Angela, Michele, Daniela and Scott interviewed two candidates for the position of Youth and Young Adult Program Manager. Scott is in the process of reviewing references and will move to a 2<sup>nd</sup> interview in the next week.
  
4. Review Bylaws – No Action Taken
  - a. Last year the Auditor recommended the LFC By-Laws be reviewed by the Board for consideration of any potential changes. The current bylaws were reviewed and suggestions related to wording, intent, organization were made that Scott will present back to the Board at the August meeting for review and potential adoption.

5. FY'15 Strategic Directions
  - a. The Board agreed to focus on the currently established strategic directions: salary/benefits; property; Results Based Accountability; Board Expansion.
  
6. Other Business
  - a. Property
    - i. Scott shared very preliminary CAD rendering of a future building situated on the Bridge Street property.
    - ii. The Board reviewed wording and made recommended changes of what will be an electronic community inquiry, e.g., Facebook, email newsletter, Front Porch Forum, specifically inquiring about how a new LFC building can best serve the community. Shap Smith will facilitate a community meeting in late August or early September and share feedback from the electronic inquiry for refinement and discussion.
  - b. Board Recruitment
    - i. Scott will follow-up with Brenda Christie's recommendation of Eileen Paus as a potential board member.
  - c. Let's Grow Kids
    - i. The VT Parent Child Center Network and Let's Grow Kids will be recommending a retreat for interested Board members of the various member organizations to be hosted sometime this fall.
  
7. Adjournment
  - a. Duffy motioned for adjournment, Dan seconded, motion approved unanimously.

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

**Next Board Meeting**

**5:00pm – 7:00pm**

**August 27, 2014**

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