

**Lamoille Family Center
Board of Directors
January 25, 2017
Board Meeting 5:00-7:00**

Present: Bryn Fisher, John Duffy, Brenda Christie, Ellen Paus, Cajsa Schumacher, Scott Johnson, Dean Burnell

Absent: Sandy Paquette, Janelle Germaine and Marilyn May

1. Introductions:

- a. Cajsa Schumacher was introduced and welcomed by the Board.
- b. Brenda Christie moved to elect Cajsa to the Board, seconded by Eileen Paus and passed unanimously.
- c. A card from employees thanking the Board for the Christmas bonus was passed around. Other employees verbally expressed thanks.

2. Minutes:

- a. Cajsa Schumacher moved to approve the minutes of December 21, 2016, seconded by Eileen Paus and passed unanimously.

3. Financial:

- a. Dean Burnell, Business Manager, gave the financial report using a well-organized, color coordinated spread sheet. He assured us we are in good shape and explained our investments. He informed us that we are anticipating level funding and also that we do not know yet what will be required of us since there is a new state and federal administration. He was commended by Scott for his good work in his new position.
- b. Scott added information on the audited financial report and 990 that our auditor signed off on a week ago. Recommendations included: signing off on a greater percentage of invoices; the reserves of pass through grants should be spent down; we need to conduct a fraud risk assessment, which Scott recommends to have someone from the outside conduct for objectivity in auditing.
- c. Brenda mentioned that a larger % of LFC's investment portfolio was moved from short to long-term at a better rate.
- d. The LFC Retirement Plan, which had been approved by the board on August 24th, was passed around to directors for signatures. The plan is a 403B plan, matching 1% of an employee's contribution up to 4%. Permanent employees are vested after one year of service whether they are full or part time and, to date, 60% of employees have signed on.
 - i. Eileen moved to enact the Retirement Plan resolution as written, Cajsa seconded and it passed unanimously.
 - ii. We are on target for our Annual Appeal. Scott had budgeted \$50,000 and we are currently at \$48,000. Scott is sending out a second letter to a targeted group of donors including some large donors who have not contributed so far.

4. FY'17 Strategic Directions:

- a. Scott and Bryn followed up from last month's meeting by having members review the questions in, Nonprofit Storytelling for Board Members, and asked for board members to break up into small groups to discuss their stories of why they are involved with Family Center.
 - i. Responses by Board members uniformly shared vignettes of clients whose lives had been improved or turned around. Some members mentioned their long-term involvement with the Family Center as staff, board member or both and hands-on experiences of enrichment with young people by engaging directly in program activities. Scott suggested we spend some time at future Board meetings hearing about a "Day in the Life of a Staff Member/Client".
 - ii. Other comments included: have participant stories available on line; invite potential supporters into our homes to inform them about LFC activities and answer questions people are asking; important for board members to have staff connections with pictures and names of staff to go with them and on a bulletin board; use the story of a participants life for which each area of Family Center became a stepping stone to independence.
 - iii. The board appreciated the storytelling exercise. We need to think about immersion activities for board members, e.g., another Arthur Ashe weekend with LINK and Families Learning Together participants. The River Arts grants projects were mentioned as well as the graduation from Families Learning Together. The new Chill Foundation program with Burton was mentioned and suggested that a thank you letter be sent to Burton. Other suggestions were made for letting the community know about us including groups like the Rotary, speaking at town meetings, etc., for people to have a broader sense of LFC and the community. We continue to run monthly ads in the *Stowe Reporter* and *News and Citizen* to promote awareness.
 - iv. A question was raised about if the area needs a Community Center and how that might dovetail with LFC. The National Guard building on Washington Highway might soon be empty. This property was looked at by the Board as one of several options for a new location in 2012.
5. The meeting adjourned at 6:45pm when the group was given lists of Annual Appeal donor thank you calls to be made.