

**Lamoille Family Center
Board of Directors
May 24, 2017
Board Meeting - 5:00 – 7:00 pm**

Present: Bryn Fisher, Janelle Germaine, Dixie Bolio, Cajsa Schumacher, Sandy Paquette, Marilyn May, John Duffy, Eileen Paus and Brenda Christie

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Minutes

1. Bryn opened the meeting at 5:10pm.
2. Cajsa suggested a change to the minutes on item #3: “The Annual Meeting is scheduled for June 19th from 5:00 – 6:30pm ~~proceeded~~ preceded by the board meeting from 4:00 to 5:00pm.” Cajsa moved and Eileen seconded to approve the minutes as amended for April 26, 2017 and the board approved the minutes unanimously.
3. Board Member Recruitment
 - a. Scott presented information regarding prospective board members Kerrie Johnson and Neal Fisher who have been approached to join the board. Discussion followed regarding their backgrounds and qualifications.
 - i. Cajsa motioned and Dixie seconded to approve both Neal Fisher and Kerrie Johnson as members to the board of directors and invite them to start at the Annual Meeting on June 19th.
 - b. Duffy acknowledged that he would soon be stepping down from the LFC Board.
4. Financial
 - a. FY’18 Budget Draft
 - i. Dean passed out a draft version 2 of the FY’18 Consolidated Operational Budget showing a high level overview of LFC divisions and showing an overall deficit of \$7,176. He reviewed A) a net difference of approximately \$32,000 in the bottom line from version 1 to version 2 of the FY’18 budget B) a summary of the expense cuts and income gains made to reach the \$32,000 adjustment, and 3) the overall budget overview across all LFC programs showing structural deficits in most program areas.
 - ii. Scott and Dean made a recommendation to compensate staff in FY’17 with a bonus from a projected positive balance and level fund base wages in FY’18. The intent is to be able to provide an FY’17 bonus that is more generous than what a wage increase might otherwise be in FY’18. The FY’18 budget is projected to be a deficit prior to any wage increases. A wage increase in FY’18 of equal size to the bonus that is being recommended for FY’17 would add approximately \$32,000 to the FY’18 deficit.

- iii. The proposed budget includes \$40,000 of philanthropic funding that has not yet been confirmed.
 - iv. There was some discussion of reducing the minimum amount that staff contribute to their retirement in order to receive the LFC contribution.
- b. Send a Kid to Camp
- i. Scott indicated that campership requests currently tally approximately \$12,500 for 40 children at an average request of \$312. Projected revenues currently are anticipated at \$10,500, including an anticipated foundation grant of \$2,500, and with the acknowledgement that a special donor may be willing to cover the balance.
5. Annual Meeting
- a. Supporter of the Year = St. John's in the Mountains
 - b. Guest Speaker = Harry Chen, MD – former Commissioner, VT Department of Health
 - c. Nominations for FY'18 Slate of Officers = Secretary, Brenda; Treasurer, Cajsa; Vice Chair, Marilyn; Chair, TBD.
 - i. There was no nominations for the role of Chair and it was suggested we go two months with the Vice Chair presiding and see if Neal Fisher would consider the position of Chair after getting familiar with the Board.
6. FY'17 Strategic Directions
- a. Succession Planning
 - i. Scott formally acknowledged that he would be stepping down from his role as Executive Director as soon as June of 2018 but no later than December 31, 2018. The board will begin a planning process this summer.
 - ii. Maintenance/Capital Improvements
 - 1. Scott provided a brief update of projects underway including a 2nd floor air conditioning system and 1st floor exterior door, slider and kitchen windows on south side of the building.
 - iii. Cycle of Donor Giving – Time did not allow for discussion.
7. The board adjourned at 7:10pm

FY'17 Strategic Directions: a) Cycle of Donor Giving, b) Succession Planning, c) Capital Improvements, d) Programming, e) Measuring our Impact, f) Financial Stability

Next Board and Annual Meeting

4:00 – 5:00pm – Board Meeting

5:00pm – 6:30pm – Annual Meeting

June 19, 2017

(Regular Board meetings are typically every 4th Wednesday of the month)