LAMOILLE FAMILY CENTER

BOARD MEETING , DECEMBER 19TH, 2018

ATTENDEES: NEAL FISCHER (CHAIR), MARILYN MAY, KERRI JOHNSTON, FLOYD

NEASE (ED) EIILEEN PAUS, CASJA SHUMACHER, SANDY PAQUETTE, DEAN BURNELL, (CFO) BRENDA CHRISTIE(MINUTES)

1. Neal called meeting to order at 5:10

1. Eileen moved to approve minutes of 11/28 as written, and Marilyn seconded, and the board unanimously approved the minutes.
2. There was a discussion of staff member’s representation to the board last month.
3. Cajsa moved to amend the financial policy, Sandy seconded, and the board unanimously approved to amend the financial policy regarding the number of signatures needed to read as follows:   
   “One signature is required on checks, except those checks over $5,000, which require two signatures. \*   
   \*However, routine checks (such as monthly BCBS Group Health premiums, or monthly LCMH sub-contract payments) over $5,000 do not require two signatures, due to the predictability of the expense.”
4. Dean presented final copies of recent audit
5. Floyd reported that the Holiday Project was a huge success, both the shopping day and adopt a family.
6. Floyd reported that the staff had had a holiday celebration, complete with “Yankee Swap”….fun!
7. Dean reported that 18 staff members will receive cell phones for work purposes. A discussion ensued on funding and confidentiality.
8. We discussed Board Recruitment; this is ongoing. There are two people interested and Eileen and Kerri will follow up with their connections.
9. Kerri moved to adopt vision statement of last month, Cajsa seconded, and the board unanimously approved the vision statement.
10. Work on Mission Statement: Tentative as of Dec.19th.;
11. Mission Statement: The Lamoille Family Center is a non-profit organization that promotes the well-being of Lamoille Valley’s children, youth, and families, and helps them meet life’s challenges through education, direct services and advocacy.
12. Meeting adjourned at 7:40.

**Next meeting will be January 23rd.**