

**Lamoille Family Center  
Board of Directors  
September 24<sup>th</sup>, 2014  
Board Minutes**

**Present:** Bryn Fisher, Sandy Paquette, Ronna Ziegel, John Duffy, Dot Reeve, Katie Marvin, Charlie Teske, and Christie Leone with Randy Sargent, Auditor

**Board Meeting**

1. Minutes of 8/27/14  
Dot motioned to approve minutes, Sandy seconded and board unanimously approved.
2. Financial
  - a. DRAFT Audit with Randy Sargent, Auditor
    - i. Randy provided an overview of the draft audit including the draft management letter, draft compliance report, and draft financial statements and supplementary information.
    - ii. Overall, the recommendations were minor, regarding mainly housekeeping, documentation of pass-thru grants, etc. The LFC qualified as a low-risk auditee.
    - iii. Charlie brought up the question of the LFC having some sort of a clear investment plan. Randy suggested that we should go through the process of speaking with Edward Jones and/or local banks to explore...there are many avenues to consider.
3. Bylaws Review
  - a. Board discussed revisions made by the subcommittee of Brenda, Scott and Christie.
  - b. Dot motioned, Sandy seconded and board unanimously approved to place the bylaws for final approval on the agenda for 10/22/2014.
4. Feasibility Study
  - a. Potential Donors for Interviews
    - i. Board reviewed list of individuals to include in feasibility study interviews and suggested other community members to consider including.
  - b. Review Case Statement
    - i. Dot questioned whether or not we should be so specific about the size and numbers of the intended child care in the case statement. Could this be a liability? The board agreed that we could simply emphasize the need and importance of expanding our capacity. This also allows us to equally emphasize the improvements to other programs in that paragraph.
5. Other Business:
  - a. Christie shared progress in planning for the Pumpkin Chuckin' Festival scheduled for Sunday, September 28 and requested Board volunteers if possible. Duffy said that he would be there for set-up and on the day of the event.

6. Adjournment

Sandy motioned to adjourn, Dot seconded board unanimously approved.

**FY'14 Strategic Directions: RBA, Property, Salary/Benefits, Board Expansion**

**Next Board Meeting**

**5:00pm – 7:00pm**

**October 22<sup>nd</sup>, 2014**

**November 19, 2014**

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