

Lamoille Family Center
Board of Directors
December 20, 2017
Meeting 5:00-7:00

Minutes

Present: Neal Fisher, Kerri Johnson, Marilyn May, Brenda Christie, Scott Johnson and Kathy Wilder

Absent: Cajsa Schumacher, John Duffy, Dixie Bolio, Janelle Germaine, Eileen Paus and Sandy Paquette

1. Having no quorum, Scott shared miscellaneous information.
 - a. There was a discussion of a meeting that Scott attended with state and local officials regarding developing a methane digester in Lamoille County. Scott indicated that LFC might be interested in utilizing our Bridge Street property as a prime location.
 - b. Nancy Pope is retiring to be Nanny Nancy for her grandchildren. She will leave the end of January. Scott is considering hiring an interim position to take a look at the correct configuration of programming and staffing.
 - c. We received some revenue from the logging of the many trees lost in the last wind storm. Final logging and cleanup will be done in late spring.
2. Neal opened the meeting without a quorum at 5:30. The minutes were reviewed without changes from the members present.
3. Scott noted that we are approximately 50% toward our Appeal goal of \$50,000.00. Scott divided the current donor lists and the board members made thank you calls using a script as a prompter. Most calls were well received.
4. There was board discussion in response to some staff members asking for cell phones. Staff members involved in the request did not accept the administration response to not providing cell phones and requested a meeting with the board. In light of the meeting with staff, Neal offered to meet with the three staff with Scott and Nancy to hear their concern on 12/14/17. The board discussed the budget development process which begins at Program Managers, goes to the Leadership Team and results in a proposal from the Executive Director and Business Manager to the board. The first budget draft to the board is typically in April. The business office will check on other organizations providing reimbursement toward personal cell phones or organizational cell phone plans and determine whether or not to recommend a new expense through the FY'19 budget building process.
5. The Executive Director advertisements will go out on December 28th to newspaper, colleges and universities, and various social media links. Process for hiring is to receive resumes (Dean), and screen resumes (Search Committee) in January, conduct phone screening (Carol) in early February and 1st round interviews by mid-February. In early March we will conduct 2nd round interviews, seek approval of a candidate at the March board meeting, and make an offer by April 1st. The Search Committee will meet next on the 10th of January.

6. The Parent Child Center Network has collected nearly 40 organizational signatures from to support the PCCN Legislative Platform. LFC received signatures from: Clarina Howard Nichols Center, Lamoille North Supervisory Union, and Laraway Youth and Family Services.
7. We have provided the Holiday Project for forty-one years, in one form or another. This year we served 150parents, representing 353 children. For a parent to use this source of gifts for one's children, they give two hours of community service. There were 34 volunteers this year which included staff, high school students, and Wendy's extended family.
8. Meeting adjourned at 7:00pm.