

**Lamoille Family Center
Board of Directors
April 25, 2018
Board Meeting**

Minutes

Present: Neal Fisher, Marilyn May, Cajsa Schumacher, Brenda Christie, Sandy Paquette, Janelle Germaine, John Duffy, Dean Burnell, Scott Johnson, Floyd Nease, Kathy Wilder

Absent: Eileen Paus, Dixie Bolio, Kerri Johnson

1. Neal opened the meeting and introduced our new CEO - Floyd Nease. He is already known to many as he has been active in human services in the area for many years and has worked with Scott. He expressed his appreciation for the Family Center material he has read which has represented LFC well. The announcement of his joining LFC as CEO has been in the paper.
2. The process and use of executive session was discussed and the need for it during budget discussions was deemed appropriate.
3. Sandy moved to approve the March 21, 2018 minutes as written, Brenda seconded, and the Board passed the minutes unanimously.
4. Financial
 - a. Dean presented the 3rd quarter year-to-date financial report through 3/31/18. There is excess revenue showing from the lumbering project which will get used towards the clean-up. Four child care staffing hours have been added to the expenses to allow the Director additional administrative time. Overall expenses are down partly because of unfilled vacancies. Thanks given to Dean for his good work.
 - b. Cajsa moved to go in to executive session at 5:36pm for discussion and review of the FY'19 draft budget, Brenda seconded the motion, and the Board unanimously agreed to enter executive session with members of the administration.
 - i. The Board came out of executive session at 5:55pm and no action was taken.
 - c. Cajsa moved to remove Scott Johnson and add Floyd Nease as an authorized signer as of June 4, 2018 on all accounts including: Union Bank, TD Bank, People's United Bank, Community Bank, North Country Federal Credit Union, Vermont Community Foundation, and Morgan Stanley, Benda seconded the motion, and the Board unanimously approved the motion.

- d. It was agreed that at the next Board meeting there would be discussion of the investment policy and recommendations for additional language to strengthen how the purpose and process for utilizing the reserves.
 - e. Debbie Alexander has been mentoring Kerri O'Halloran this year for her to assume Debbie's role upon her retirement in October 2018. The plan under development is to build the business office position at 24 hours (currently at 32 hours per week) and to do so by outsourcing specific business office functions.
 - f. The State is moving toward reimbursement based payments for all grants and contracts. This method of payment moves away from an up front, quarterly or monthly, payment system, and will have impact cash flow. Additionally, the State will be conducting random audits of grants in FY'19.
5. VT Coalition of Runaway and Homeless Youth Programs (VCRHYP)
- a. The VCRHYP contract is under review, and DCF-FSD is planning to redistribute funding, review caseload size, and rethink the contract's administrative structure. The current contract which was slated to end on June 30th has been extended until December 30, 2018 to allow ample time to discuss structural changes in programming, funding, and administration. It is still early to best understand how these changes will impact our programming. In anticipation of the funding changes we have initiated conversations with central office to pull out our Parent Child Center Base grant funding and remove it from any potential redistribution. We will continue discussions regarding other local funds embedded in our VCRHYP contract to assure, as best we can, maintenance of those funds at LFC.
 - b. Families Learning Together is planning a reunion of students and teachers for May 19th from 5:00 – 7:00pm at the Graded Building classroom.
 - c. The Families Learning Together classroom at the Graded Building will not be utilized in FY'19. Referrals to FLT have been very low due to the decline in the number of pregnant and parenting teens without a high school diploma. We will restructure the teaching function, focus on individual tutorials, and seek to support students looking for a pathway to higher education and employment.
6. The 42nd LFC Annual Meeting is scheduled for June 20th from 5:00 – 6:30pm at the Family Center with a brief business meeting before from 4:00 – 4:45pm. Our guest speaker is Bill Schubart, and Mort Butler and Frank Springer of FixPC have been selected as our Supporters of the Year.
7. The meeting adjourned at 6:45, and the next meeting is scheduled for May 23, 2018 from 5:00 to 7:00pm