**Lamoille Family Center Board of Directors**

**Minutes**

**Virtual Video Conference: Wednesday, September 23, 2020 5:00 – 7:00 p.m.**

ATTENDEES: Marilyn May, Floyd Nease (ED), Brenda Christie (Secretary), Cat Gallagher, Reeva Murphy, Julia Skonicki (DD-Minutes), Dean Burnell (Business Manager), Sandy Paquette (Treasurer), Kerrie Johnson, Eileen Paus, Adam Lory

ABSENT: Cajsa Schumacher

1. Marilyn called the meeting to order at 5:09.
2. Reeva moved to approve the Minutes from 7/22/2020 and Brenda seconded the motion. The Board unanimously approved the motion.
3. Cash Flow Report (Dean and Floyd)
   1. Dean shared the current cash flow report – at the moment it is strong (about 3 months’ worth of expenses and additional funds in accounts receivable.) We’re paying bills on time; feels stable.
   2. Dean reviewed the only change since spring which was COVID relief funding that was coming in monthly; relief funds will begin coming quarterly from a different pot of money, which will hopefully help with more current lost revenue in October.
   3. Dean reviewed the COVID relief funding we’ve received and are expecting. Dean reported that we are also receiving hazard pay for staff who did direct service during the stay-at-home orders.

4. Board Treasurer Update - Marilyn

a. Marilyn read a letter from Cajsa. She thought she should resign or take a temporary leave.

b. Sandy will need to work with Dean to set up new position with banks.

c. Cat moved and Reeva seconded approval to remove Cajsa Schumacher and add Sandra Paquette as an authorized signer as of September 23, 2020 on all accounts including: Union Bank, People’s United Bank, Community National bank, North Country Federal Credit Union, Vermont Community Foundation and Morgan Stanley. The Board unanimously approved the decision.

1. Executive Director Report - Floyd
   * + 1. Floyd reported that we are now the official diaper bank for Lamoille county. The Jr. League of Champlain Valley is now the diaper bank for the state.
       2. Floyd reported that the Legislature and he are in communication around a new contract. He is pushing back on their data because it doesn’t match ours; we hope it will be an easy fix.
       3. Reeva, Julia and Floyd have been in communication with Addison County Parent Child Center around collaborating on making the new Child Care Center a Lab School for higher ed and professional development. LFC applied for a $60K grant and we are waiting to hear back. The host of the potential site and Floyd are in conversation. Reeva and Floyd reported that our area could benefit from the Therapeutic model. Many area agencies are very interested in collaborating.
       4. Discussion ensued about possibilities regarding the building, a human services partnership, and what other programs in the state look like.
2. Development Report - Julia
   * + 1. Julia expressed gratitude to everyone who helped with and attended the Annual Meeting.
       2. A local family foundation has committed $35K toward the DULCE program through CY21; this will help fill the expected gap in DULCE’s FY22 funding.
       3. We are working on setting up the Annual Report to be sent out as part of the Annual Appeal this year. Julia is in conversation with a private donor who is willing to match up to $5K in funds, most likely toward new or increased sustaining donations.
       4. The Holiday Project is looking different this year – Wendy has set up a safe way to prefill bags for registrants and will host a pick-up format this year. Toys for Tots will help with some of the gaps in gifts; we are not sure what to anticipate in terms of gift donations this year but we are prepared to “clean out” our inventory.
3. Executive Session called at 6:25PM

**Next Meeting:**

**Wednesday, October 28, 2020 5:00PM**