

**Lamoille Family Center Board Meeting**  
**January 26, 2022**  
**5-7PM**

Meeting started at 5:10 PM via Zoom

**ATTENDEES:**

Marilyn May, Board Chair	Sandy Paquette, Treasurer	Brenda Christie, Secretary
Eileen Paus	Kerrie Johnson	Pixie Loomis
Kathleen James	Carol Lang-Godin, ED	Dean Burnell, Business Manager
Kayla Wood, Auditor	Randy Sargent, Auditor	

Absent: Adam Lory

Marilyn called the meeting to order at 5:10 PM

1. Announcements: Welcome and Introductions, New Board Members

Welcome Carol Lang-Godin, ED, to her first Board Meeting as the ED. Carol will provide a tour of the LFC to new Board Members, Pixie and Kathleen, and provide written information about the services of the LFC.

Future Board Meetings will invite the Staff Leadership Team to present their programs to Board Members. Carol Lang-Godin, ED, to provide acronym list to Board Members.

2. Audit Report:

Randy and Kayla reviewed draft of audit report:

Summary

- Strong liquidity
- Investments: strong market results in 2021 (doubles from 2020)

Sandy Paquette moved to accept the audit review. Brenda Christie seconded motion. Board voted to accept the audit review. The final audit will lead to the completion of the 990 form.

3. Welcome to the LFC Board Pixie Loomis and Kathleen James.

Pixie Loomis has 23 years of experience as an Executive Director of the Vermont Adult Learning organization. During this time Pixie collaborated with many community partners including Scott Johnson, earlier LFC ED. Pixie is currently on Lamoille Health Partners Board.

Kathleen James works as a realtor and is new to Johnson, Vermont. Kathleen is married, has a 2 and 4 year old, and wants to be involved in the community. Kathleen's parents taught her the importance of philanthropy and involvement in community. Kathleen is on the Board of the Champlain Valley Junior League, distributing diapers to families in need.

Pixie and Kathleen both express their desire to be on the LFC Board.

Eileen Paus moved to elect Pixie Loomis and Kathleen James to the LFC Board.  
Kerrie Johnson seconded this motion.  
The Board unanimously voted yes.

#### 4. Meeting Minutes December 15, 2021

Brenda Christie moved to approve meeting meetings. Sandy Paquette seconded the motion. Board voted to accept minutes. Kerrie abstained due to absence from this meeting.

#### 5. Peer Review Information:

- Upcoming Peer Review, January 28, 2022
- Parent Child Centers (PCC) are required to have a peer review every three years.
- The process includes the LFC program managers to provide an overview to community partners.
- Community Partners provide recommendations to the LFC.
- Last half of meeting; 3 questions proposed to peers
  - Transition of Carol, ED and Ashley, CIS; what do they need to be aware of during this time of transition?
  - How can the LFC improve upon diversity and equity?
  - Is LFC missing a population that would benefit from LFC services?

Participants of this peer review include (not a complete list): Carol Maloney, Restorative Center; Becky Gonyea, CHN; Greg Stefanski, Lamoille Health Partners; State of Vermont Dept. of Health; Family Services; Child Care Providers; Health Providers; 5 EDs from other PCCs.

#### 6. Child Care Update:

Carol Lang-Godin, ED, provided the history of the LFC onsite Childcare services that closed in 2020 and the collaboration with community partners to assess childcare needs. Copley Hospital will be providing a block of land for a therapeutic childcare center (TCCC) and the LFC will provide administration of this TCCC. While a TCCC is needed in Lamoille County, barriers exist (ex: staffing) and will continue to be assessed.

Board and ED review of report provided via email from Reeva Sullivan Murphy, Consultant:

- The LFC has applied for a Let's Grow Kids (LGK) Make Way for Kids to retain Reeva Murphy as Project Manager for LFC through the completion of the TCCC. The plan is to create 72 high-quality, affordable childcare spaces including 16 for infants, 16-22 for toddlers, and 34-40 for preschoolers offering full day, full year early care and education services with sustainability support from employers seeking to recruit and retain essential workers.
- Copley is looking into grant resources to map the donated site, assess the site and begin preliminary engineering and design work. A very preliminary timeline projects opening in September or December of 2023.
- Copley Hospital has purchased land adjacent to hospital, process to be completed by February. A portion of land is being donated to provide the Tinker Child Enrichment Center (TCEC).
- The TCEC will be serving employees of the six collaborating agencies and the greater Morrisville/Lamoille County community. Copley will own the land and building and enter into a long-term affordable lease with Lamoille Family Center to outfit the center and operate the program.
- Proposed program parameters for the TCEC and specifications and standards for facility design work provided to Carol Lang-Godin, ED, and the Board for review.
- Next steps: Create a proposed business plan and explore financing options. A project summary will be created for submission to Patrick Ripley, Lamoille County Economic Development Corporation, for the

purpose of inclusion in receiving public financing. A meeting of the Collaborators Group is planned for February 8, 2022.

7. Youth Board Member:

A 17-year-old is interested in volunteering at the LFC, and may be interested to be a youth member on the LFC Board. The Board agrees this person would be an asset to the Board; however, the legal implications of voting need to be investigated. Kerrie Johnson will review Vermont Statute regarding responsibilities of Board Members and its constraints related to this student's age.

8. Board Development Assignment:

- Marilyn presented to the Board a resource to increase the LFC Board Members' knowledge to strengthen the duties/responsibilities of being a Board Member of a non-profit agency. This knowledge supports the Executive Director role during this time of transition.
- Board members are asked to review materials from this resource for the next Board Meeting.
- Reference: <https://boardsource.org/fundamental-topics-of-nonprofit-board-service/>

9. New Business:

Reeva Murphy, Vice Chair, has temporarily stepped out of this position while managing the development of the TCCC.

Sandy moved to have Eileen Paus be elected as interim Vice Chair while Reeva Murphy is out temporarily.

Brenda Christie seconded the motion. Board voted to make Eileen the interim Vice Chair.

Meeting adjourned 6:30 PM

**Next LFC meeting 2/23/2022 5-7PM**