

## Lamoille Family Center Board of Directors Meeting

Wednesday, October 26, 2022

5:00-7:00 P.M.

Marilyn May, Chair	Brenda Christie, Vice Chair	Sandra Paquette, Treasurer
Eileen Paus, Secretary	Adam Lory	Kerrie Johnson
Pixie Loomis	Kathleen James	
Carol Lang-Godin, ED	Randy Sargent, Auditor, JMM & Associates	Kayla Wood, Auditor, JMM & Associates
Dean Burnell, Business Manager		

Virtual meeting via Zoom

Absent: All members present

The Lamoille Family Center (LFC) Meeting called to order by Marilyn May at 5:05 PM

### 1. Dean/Auditors (Randy Sargent/Kayla Wood, JMM & Assoc.)

The Board members received and reviewed a DRAFT of the Lamoille Family Center Fiscal Year '22 Financial Statements and Supplementary Information, June 30, 2022 and 2021 for Board Discussion.

Kayla reiterated their opinion as seen in the draft that the financial statements were presented fairly, the audit evidence provided was sufficient and appropriate for developing the basis for the audit opinion. The auditor's report finds the changes in the net assets and cash flow in this report are in accordance with the accounting principles generally accepted in the United States of America.

Review of audit included the following points:

- Cash balance decreased due to transfer of funds to investments.
- ADA ramp, increasing improvements in report.
- Loss of investments from FY21 to FY22 but due to money being transferred the investment accounts grew.
- Hazard pay and bonuses became less of a Liability from FY21 to FY22
- Over 15 months of expenses in unrestricted net assets, this is very good.
- Large income reports due to a received PCC grant. CIS rate also increased adding to additional income.
- Decrease in contributions r/t COVID contributions.
- 81% of funding is in programs, not administration.

- A private Bequest of \$344,000 included in report; however, not received. These funds promised to the LFC of \$344,000 has not been received, the date of receiving the funds is not certain, but the amount and the LFC have been named in a will. This amount must be included in the finances due to the plan of the LFC receiving this gift.
- Operating surplus for the 2022 year with strong cash balance.
- There was an increase in caseload, increased Medicaid rate, and contract DULCE rate.
- There is Strong Liquidity after calculating available funds.
- The Pending lease standard does not impact LFC since the building is owned.
- The current draft does not require any revision.

Board Discussion: No questions

**Motion: Pixie moved to accept the Lamoille Family Center Financial Statements and Supplementary Information audit as presented in Draft (as there will be no revisions), dated June 30, 2022 and 2021 draft in its current form. Kathleen seconded the motion. The Board voted unanimously to accept this motion.**

Dean reports to the Board Members the finances are stable and the funds are in a stable place to transfer \$50,000 to investment funds. Adam provided an explanation to the Board members that the transfer of funds at this time is actually at the right time being that there are opportunist prices. The investments are planned for the long term. Adam expresses confidence in Morgan Stanley as seen with stable investments providing the Board with investment strategies being utilized.

Let's Grow Kids funds of \$30,000 returned secondary to the pause on the development of the Childcare Center.

**Motion: Pixie moved to transfer \$50,000 from local bank to the Morgan Stanley investment account. Adam seconded this motion. The Board voted unanimously to move the funds to Morgan Stanley.**

## **2. Approve minutes of September 14, 2022 board meeting.**

Sandy moved to accept September Board Meeting minutes, Brenda seconded the motion. The Board voted to accept the meeting minutes of September 14, 2022.

## **3. Child Care Project Update and Discussion**

- No new meetings with Michael Hartman, Lamoille County Mental Health, have taken place. Carol has reached out to Michael about a childcare center, but he has been unavailable.

- Carol has spoken with Joe Ferada, Co-Director of the Family Center of Washington County PCC, and discussed their childcare program experiences. Challenges were shared by Joe (i.e. staffing shortages being the greatest stress, requirements of staff and pay scale needs) and he expressed there is a complexity of combining a childcare center with a PCC. This information is valuable for continued consideration of a childcare center.
- Let's Grow Kids money has been returned. (See Board decision in August Meeting Minutes)

### **Board Discussion:**

Carol asks the Board about continuing to develop a plan for a childcare center. Marilyn states Joe presented the issues clearly that make moving forward with a childcare center challenging. Eileen asks how the challenges of a childcare center will impact the current programs.

Kathleen recommends waiting for the State of Vermont to complete their childcare program goals. Carol includes the potential for changes in State Representatives that may also impact the outcomes of a statewide child care program.

## **4. Reports**

### **Staffing:**

- IT support, rbTechnologies, has started in September. They continue to work on familiarizing with the LFC system while working out some kinks.
- LFC is fully staffed. A temporary position for the "Winter Wendy" position is being pursued.
- The October 20th Taco Truck staff/board lunch at LFC was enjoyed by the participants. It provided an opportunity for staff, Board, and others to get together.

### **Parent Child Center Network (PCCN)**

- The October PCC meeting was canceled.
- PCC retreat is scheduled for 11/3 and 11/4.
- Evaluation of needs in process and requests to bring to Legislative being developed.
- Part of the Quality & Standards committee. Planning a May 2023 PCC Innovations Conference for 150-200 PCC staff.

### **Building Maintenance Projects/Property**

- Work continues on scheduling Bridge St. property removal/salvaging of the wood platform.
- Per request of the LFC insurance company, a VT Arborist has removed the 9 pine trees from around the building.

### **Other**

- Carol met with the newly appointed Orleans Southwest Supervisory Union (OSSU) Superintendent, Dr. David Baker, and shared information about LFC and the services provided.
- The LFC Annual Meeting went well. Thanks to all the Board members who attended and to Marilyn for her part.

- Carol continues to meet with funders/donors who haven't met her as the new ED.
- Shred Truck was on-site 10/18, successfully bringing together staff.
- Audit took up much of the last 6+ weeks for Dean. He's done an incredible amount of work and is, as always, very thorough. We met with the auditor on 10/6 and will meet again on 10/25.
- Attended a meeting with Early Childhood Learning and Innovation Network Communities (EC-LINC) for Communities & Stanford Center on Early Childhood where they asked more about what issues we see in our area in terms of Early Childhood (capacity issues, education requirements, gaining community buy-in, etc). Two other EC-LINC communities from Utah and Florida were presented as well and will provide support to areas identified.

## **Programmatic Updates**

### **Health Lamoille Valley (HLV)**

- Healthy Lamoille Valley Prevention Honors was held on 10/20 at River Arts. Great turn out!
- New UVM intern, Julia Pencek, has started. Working mostly with Alison around tobacco.
- The best way to receive updates on HLV is to sign up for the newsletter. Email Jessica (jessica@healthylamoillevalley.org) to be put on the list.

### **Youth & Young Adult Services (YAYA).**

- RFP came out for Compass (formerly PSSYF). Working on applying now with Jeff, Julia and Dean doing the bulk of the work. Due 11/1.  
Early Childhood Programs
- Roll out of the new childcare financial assistance program (CDDIS) continues to pose frustrations.  
CCCSA staff met with Emily Hazard (The new program administrator at the state) and our grant monitor, Kim Bruder, on 10/18 to discuss the system.
- Parents as Teachers roll-out has been pushed to April 2023.  
Report Update Completed by: Carol Lang-Godin

### **October 2022 Development Report submitted by Julia Skonicki:**

1. Our Annual Report and Appeal will be delivered to mailboxes starting the first week in November. Thanks to all of YOU in advance for having 100% Board participation in our Annual Appeal! To become a sustaining donor reach out to Julia Skonicki.
2. The bench in memory of Cecile has been placed in the side yard – please come to LFC and enjoy a conversation on the bench! Next up we are working to install the playset.

3. Stowe Community Church ran a new book campaign, collecting 46 new books for the children that LFC serves. They have been active donors over the past year and with a new Service Committee Chair, even more interested in supporting our work.
4. LFC has submitted our Vail Grant request to double the amount we give out in Concrete Support (example of concrete support gas cards, assist with electric bills, back to school shoes.)
5. LFC has submitted a grant to Vermont Early Childhood Fund to provide vision and hearing screening tools – waiting to hear back.
6. LFC staff are working on the grant to re-up Youth and Young Adult funding – in progress.
7. Staff and Board Photo Directory is available by going to the LFC website.

No Board Discussion on these reports.

## **5. Old Business**

## **6. New Business:**

### **Next Board Meeting:**

Our November meeting falls on the day before Thanksgiving. Considering a different date discussed. Board Members agreed to move this meeting to November 30, 2022.

### **Property on Bridge Street:**

Ellen Hill, United Way Wood Project, spoke with Carol about installing a shed on the LFC property to store wood splitter and other equipment. A metal, movable shed being considered.

Kathleen asks if there is a legal agreement to protect the LFC land from adverse possession. Carol will further discuss the development of a legal agreement with Kathleen and Kerrie. The need for an attorney for matters of property to be investigated.

Carol reports to the Board the benefit of having a lawyer available for the LFC to have expert advice with legal issues as they arise. Carol will further investigate finding a lawyer to be on retainer for the LFC.

Pixie adds having an attorney on retainer would be important and beneficial for the LFC from her experience as an Executive Director.

Meeting adjourned at 6:00 PM

**Next Meeting: Wednesday, November 30, 2022  
5:00-7:00 P.M.**