**Lamoille Family Center Board of Directors Meeting**

**Wednesday, December 28, 2022**

**5:00-7:00 PM**

| Marilyn May, Chair | Brenda Christie, Vice Chair | Eileen Paus, Secretary |
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| Pixie Loomis | Kathleen James | Kerrie Johnson |
| Reeva Murphy | Carol Lang-Godin, ED | Dean Burnell, Business Manager |
| Tim and Laura Stotz, The Stotz Broscious Group -Morgan Stanley |  |  |

Virtual meeting via Zoom

Absent Board Members: Sandra Paquette, Adam Lory

The Lamoille Family Center (LFC) Meeting called to order by Marilyn May at 5:06 PM

1. Dean: Tim and Laura, Morgan Stanley (MS) Report

A report was provided to the LFC Board Members and reviewed to explain portfolio positions and status of LFC funds managed by Morgan Stanley. Tim reports the LFC MS account was down $185,000 in year 2022, a 9% loss; however, the S&P went down 18.3% in 2022. Tim reports the stock market loss will most likely come to baseline and begin to turn around in spring as it happens with stocks and bonds, the activity being cyclic. The LFC has maintained fiduciary responsibilities as seen by the stable cash balance in the Morgan Stanley accounts. The investment report is available for review by contacting the Executive Director. Tim and Laura left the Board Meeting at end of their presentation.

Dean reports the quarterly financials will be presented at the January Board meeting. The CIS budget was increased; however, not to the full amount, this to be further reviewed at the January meeting. Dean left meeting following his update.

1. Review and Approve Minutes from the November 30, 2022 LFC Board Meeting.

Brenda moved to accept the November 30, 2022 Board Meeting minutes, Reeva seconded the motion. The Board voted to accept the meeting minutes of November 30, 2022.

1. Reports/Discussion

**Executive Director Report Submitted by Carol Lang-Godin, ED, December 2022**

Highlights/Summary from the last month:

* Tina LaPier joined LFC on November 21, 2022, filling in for Wendy for this winter. It’s been a smooth transition.
* December 16, 2022 an end of year staff party took place. Both virtual and in person were offered. Hope for next year’s celebration is an in person gathering at LFC.
* **Parent Child Center Network (PCCN)**
* December PCC was a virtual meeting focusing on:
* Matt Levin, Vermont Early Childhood Advocacy Alliance (VECAA)
* Updates from Child Development Division
* Peer Review Planning for PCC who need to go this year
* Committee Updates
* Upcoming reporting
* 8 core services and rubric work
* Attended PCC Executive Committee, Quality & Standards Committee, and 2023 PCC Innovations Conference planning meetings.

**Building Maintenance Projects/Property**

* Mark Cote expressed concerns about unhealthy trees just beyond the main LFC building leaning over his buildings. Have walked the property lines quite a bit. We have someone removing the trees close to Mark’s property in exchange for the wood. Work is underway now.
* Marilyn recommended two people for doing maintenance at LFC and they’ll be able to take on projects around the building. Thanks Marilyn!
* Kathleen shared with Carol, via email, two lawyers who may be able to assist with LFC “issues” that arise. I’ll reach out in 2023 and first priority will be Bridge St. use concerns. Thanks Kathleen!

Discussion: Kerrie shared a name of a third lawyer at this meeting. Eileen shared a name of a lawyer with contact information via email.

* **Other**
* LFC Leadership Team met 12/5 for a working retreat. Focused o peer review recommendations and mapping out next 6-12 months. Scheduled another retreat for June. Would like to begin thinking about Strategic Planning with Board involvement. Looking for recommendations for someone to facilitate this process if you have any. We have a few ideas and will look into cost.
* Holiday Project and Adopt-a-Family went every well. Holiday Project served 320 kids (158 families.) Adopt a Family served 14 families including 38 kids. Staff put  so much time and energy into these two things. Wendy and Veronica in particular.
* I participated in the two-day EC-LINC virtual convening and sat on a panel  answering questions about DULCE. https://cssp.org/our-work/project/early-  childhood-learning-and-innovation-network-for-communities/
* FY’22 Audit documents (which we reviewed in October) are completed. If you would like a copy, please let me know. The 990 will go up on website.
* The LFC is still waiting on a number of outstanding grants from the state which Dean, and I continue to follow-up on.
* Met with Rich Westman on December 23, 2022 to share LFC issues ad priorities as he prepares to go back to Montpelier for the legislative session.

**Programmatic Updates**

**Health Lamoille Valley (HLV)**

* Hired new Youth Social Media Intern (Mallory) who will work during the school year to manage, reshare, and create original content for HLV’s Instagram account with the goal of empowering and educating youth to make a positive change for the well-being of our community.
* 31 art kits have been given to Eden Elementary School 5 and 6 graders for Live Your Why/Timewise
* Legislative Roundtable held on December 13, 2022 was a success with 7 legislators in attendance. Focus was on sharing issues related to the continuum of care around substance misuse. It was an opportunity to share with local legislators the needs and successes in local communities before they go back to Montpelier.
* Tobacco and Vape Task Force meeting held on 12/20 was well attended by 17 people and special guest speaker Dr. Elias Klemperer from UVM.
* 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)**.

* We submitted proposal for Compass (formerly PSSYF) RFP. We heard back that our proposal was approved however the contract amount has decreased. We’ll make the contract amount work for 2023 but look to secure funding for 2024 in case the state contract doesn’t increase to cover actual costs to run the program.

**Early Childhood Programs**

* Parents as Teachers Affiliate Plan will be turned in shortly for an April 2023.
* CIS-Early Intervention team attended the yearly Data and Determinations meeting put in by the state to review data from 2021 and work on any quality improvement needs.

**Development Report Submitted by Julia Skonicki, Development**

1. The LFC Annual Appeal has seen much success; it is not yet! As of December 21, 2022, LFC has raised a little over $38,000, now at 77% of the goal, $50,000. This total does not include some of the foundation gifts we’ve received most recently. Thanks to all of Board Members for having 100% participation in the Annual Appeal. If you are not a sustaining donor and would like to become one, feel free to reach out to me to learn more.
2. Holiday Project served 320 kids (158 families). Adopt a Family served 14 families including 38 kids.
3. Johnson Farm and Hardware donated 5 pallets of clothes and shoes (valued at $30,000) to be distributed to families served by LFC and community partners.
4. We are once again the recipients of the Vail Epic Promise Grant. This year’s grant of $10,000 will go to our concrete supports/Emergency Outreach fund. We will be able to offer double the amount in gas and gift cards than we typically distribute. A small portion of the funds will be set aside for new school shoes for kids in the summer 2023.
5. You can view the Staff and Board Photo Directory by following this link.

**Board Discussion:**

Brenda requests a report or chart that outlines the relationships between the legislator, LFC programs, other PCCs, community partners and other various components. Carol reports she will map out these connections as a broad outline with the understanding these connections are continuing to evolve. A Google drive with local programs has been created to know current programs and offerings from each program. Eileen shared an example of a fundraiser request recently received from a local partner that discussed an afterschool program. This program provides an example of LFC participation. Carol reports this Community Center is still in development and staff from LFC have offered to bring students. The Community Center will be designed to not be primarily an after school program but open to the community functions, programs, and activities for all ages. The LFC is not able to solely staff an afterschool program; however the LFC is open, if asked, to have an LFC member sit on the advisory committee. Eileen shared a recent presentation on the news about an afterschool program that included counselors and tutors, Brenda added there are a few organizations in New York City providing a range of services in an afterschool program and there are youth workers that support students and it works well. Marilyn reminds the Board Members and Carol the primary issues in schools at this time is staffing which impacts the ability to expand programs. Pixie reports River Arts, too, was exploring an idea for an afterschool program utilizing art for kids.

1. Old Business

Discussed having a Board strategic planning meeting. The meeting can dovetail with the Leadership strategic planning that is also being planned. Carol states having her first year as ED prior to strategic planning was beneficial.

1. New Business

Adam has shared with Marilyn that he will be working on becoming a certified financial planner. This will entail a lot of studying in addition to work/family, and he will not be able to attend all LFC Board Meetings. The Board agrees that Adam is an important Board member and will adjust during this time.

James Dawson, Excavator, assessed tree situation and is taking down the trees from our property that are leaning over Mark Cote’s buildings. Story Stroll closed while trees are being removed. Carol plans to walk the Bridge Street property to assess tree situation at this site. Kathleen and Pixie asks to be included to become familiar with this property.

Meeting adjourned at 5:51 PM

Next LFC Board Meeting

January 25, 2023

5:00 to 7:00 PM