

Lamoille Family Center  
Board Meeting  
Wednesday, October 22, 2025  
5:00 PM to 7:00 PM

Marilyn May, Chair  
Pixie Loomis, Vice Chair  
Christine Languerand, Secretary/Treasurer  
Kerrie Johnson  
Brenda Christie

Sandy Paquette  
Reeva Murphy  
Michele Sullivan-Dubois  
Iris Cloutier

All board members present

Staff Present: Julia Skonicki, Development Director; Dean Burnell, Director Of Finance  
Guest: Hannah Fischer, UVM MPA Program (student of Sarah Henshaw)

**1. Approve minutes of 23 August meeting**

Michele moved to accept the minutes, Brenda seconded the motion. They were unanimously approved.

**2. End of Year Staff Compensation, presented by Dean Burnell**

Dean explained that we want to present this tonight so that we can make the deadline for payroll processing. The proposal is to accept the same scale that we used last year, based on tenure. The total End of Year Staff Compensation will be about 10k. The board is glad to hear that we are offering this bonus again.

Pixie asked about the annual staff salary increases. Dean reported that this is about a 10% salary increase overall. The increases were based on research on salaries in similar agencies across the state

Pixie made a motion to approve the End of Year Compensation (more aptly *Appreciation*) and Michele seconded the motion. This was unanimously approved.

**3. Update from Nominating Committee**

*Committee Members: Pixie, Michele, Sandy, Reeva, Julia & Carol*

Pixie updated and reviewed:

- The Nominating Committee is a newly formed committee, tasked with creating, reviewing, and vetting a list of prospective board members, who they solicit to be board members as the need arises.
- One person will be asked to join the board for an unexpired term vacancy until the June meeting, at which point they will be asked (presuming all goes well) to fill a 3 year term. The committee has received a list with over 20 nominations!
- Ideal board members will not only attend monthly meetings, but will participate in community events that support LFC's mission and community outreach.

Currently, a prospect will meet with Pixie and Carol, and potentially move forward to the Nominating Committee. The committee is hopeful that this will happen before the November/December meeting on 3 December.

Sandy added that when the committee was formed, she spear-headed it, as the vice chair of the Lamoille Family Center board of directors. Since Sandy decided to step down from the board next summer, she offered to step down as vice chair. As the new vice chair, Pixie has assumed responsibility for the Nominating Committee.

#### **4. Development Report/Upcoming 50th Anniversary, presented by Julia Skonicki**

Lots of local efforts in Fundraising:

- Commodities did Round Up FOR Change
- RT's Car Detail (they're excited to be part of the Holiday Project!)
- Copley Country Club - Hosted a fundraiser
- Former board members made generous donations
- Waterville Country Church - hosted a community dinner & donated proceeds
- Haunted House (Katrina McKnight family) - proceeds donated to LFC

The Holiday Project - Dates: 12/8 sorting and 12/9-12/12 gift selection at the Hyde Park VFW

- This is the 48th YEAR! Gifts used to be delivered to families in the early years!
- Reach out to Julia if you are interested in volunteering. The biggest need for volunteering **during** the event is currently Tuesday evening and Thursday day.
- Also needed: **Box Managers** (folks who pick up gifts from donation boxes in the community. We had 47 last year, we're shooting for 55 this year.
- Families are already signing up. Last year we served 425, and we expect to see more this year, as a result of the increased cost of goods
- This year there will be more structure around the numbers of families in a given timeslot, which will require fewer staff during the event. Wendy had gathered lots of momentum and support. We are forging ahead without her, but it is a new landscape. Julia shifted some non-denominational language (elves, stockings, Santa). JCOGS is providing gifts.
- There will be 5 Shopping Guides who will walk around with up to 5 families, loading gifts and outlining what is available to them.

- Creativity with outreach to lessen the burden on staff for emergency restocks of popular items (and late night runs to Chittenden county). The team brainstormed some other places to add donation boxes.
- Pixie mentioned a conversation at the Annual Meeting regarding how tough teenagers can be to shop for. It could be helpful to send some guidelines with the boxes.
- Iris suggested that we connect with the local middle school for feedback around gift ideas. Julia reported that they work with local NHS organizations to target donations for the adolescent age group.
- Julia reported that a group of UVM students is piloting a website for different charities across the states. She said that if this doesn't come to fruition in a timely manner, then she will pursue the Toys R Us wishlist that we have used in the past

LFC is **50** in May 2026

- Julia is forming a 50th committee - please let Julia know if you'd like to join!
- Using Imagination Company to create a video to commemorate this achievement. This will bring in voices from the past and highlight how LFC has evolved over 5 decades!
- Upcoming Celebratory Events in 2026
  - Healthy Lamoille Valley is hosting a Games Gala on 21 February. This is the first day of winter break. Jessica has lots of fun ways to involve kids.
  - PA's AP Art students typically paint banners for the lampposts downtown. AP English students will interview LFC staff, we hope this will increase community awareness of our programming.
    - Sticker Contest
  - Annual Appeal - we are reaching out for a special appeal for our 50 year, we have a 10k donor match
  - May 14 - Benefit Bake & LFC Staff Reunion for all current and former LFC board members and employees at American Flatbread
  - June 6 - Family Fun Fest - working on a location, but want it to encompass all things kids and family (maybe MES?)
    - We want sponsors, so that we can provide activities at no cost to families.
  - August 7 - Golf Fundraiser at Ryder Brook Golf Course - 9 Holes
  - FY26 Annual Meeting will be 23 September 2026
    - Our hope is through all of the events we will host this year, that we will have a BIG event with all of the folks who engaged in our events over the year will attend!
    - Julia has requested a meeting space at Spruce Peak

Julia is requesting an **in-person meeting on March 25**, so that we can personally sign the 50th Anniversary Annual Appeal letters. Research shows that one is more likely to donate if they know someone on the board (or maybe even a familiar name)!

The normally-scheduled annual appeal is 10/25 - 1/26!

A new position will hopefully be added in January! Leadership is writing the job description, which they hope to advertise internally next month. We are being proactive about the need for increased capacity to:

- Expand outreach and awareness of resources and programming; provide more accessibility for families
- Support SNAP, medicaid, systems navigation in our community

Board members should consider donating to LFC, even a few dollars. This will allow Julia to report 100% donation from the board, which speaks volumes about the quality and efficacy of our work.

*The board is honored to have Julia's hard-work and commitment serving the Lamoille Family Center! We are so proud of her creativity, diligence, and humble grace.*

## **5. Carol's Report, independent review**

Marilyn reminded everyone to review Carol's report. It was emailed to board members. She asked if there were any questions about it, and there were not.

## **6. Conflict of Interest Forms**

Please submit these in a timely way. Last year there were many lingering forms, and one was never received. Julia will leave some forms at the front desk today before she leaves.

## **7. Old Business**

None

**Next Meeting**  
**Wednesday 3 December 2025 5:00-7:00 P.M.**