

LIFELINE FOR THE EMPOWERMENT AND DEVELOPMENT OF CONSUMERS, INC.
Board Minutes
December 2, 2009

CALL TO ORDER: Meeting called to order by Jeremy Iosue

PERSONAL MOMENT OF SILENCE

ROLL CALL/QUORUM DETERMINATION:

Present: Dianne Rafferty, Erin Johnson, Mark Pohovey, Rita McMahon, Jeremy Iosue, Dan Culliton, Lori Adler, Joyce Taylor, Pam Morse

Absent:

Excused: Michelle Herron, Cliff Bolling, Jennifer Dimmick

Guests: Joyce Bates, Jon Ruple

Staff: Carrie Dotson, Maribel Young

APPROVAL OF MINUTES:

- A motion to approve the minutes for the November 18th Board meeting was made by Dan Culliton, second by Erin Johnson. **Motion Carried**

ADDITIONS OR AMENDMENTS TO THE AGENDA: none

- Guest introduction: Jon Ruple is attending his first Board meeting and is interested in joining Lifeline's Board. Jon has 10 years of experience as a CPA. He lives in Chardon and has served on different boards of directors. Jon also has some experience with non profit agencies through his field of work.

PUBLIC COMMENT: none

FINANCE REPORT:

- Report is a work in progress. Carrie reports financials will be available for all of 2009 in January.

COMMITTEE REPORTS

Finance Committee:

- Computer bids for the purchase of 4 additional laptops and printers needed to run the VITA program were reviewed. Quote from CBIZ was found to be all inclusive, right size, and less expensive. Committee recommended we accept the bid from CBIZ for \$7,120.00 to purchase the necessary equipment. Motion made by Mark Pohovey and 2nd by Pam Morse. **Motion Carried.**
- Mark Pohovey reminded Board members that the ODOD audit will be conducted on 12/9/09. Anyone interested can be present at the exit interview. Either Mark or Rita will be present for the exit interview since this is a requirement of the State.
- Carrie and Board members went over each line item of the CSBG FY 2010-11 budgets. This budget allows staff to keep the 5% raise received due to the ARRA funding for 2010 without a cut and the normal 3% salary increase for 2011. In addition Lifeline is able to maintain its receptionist and VITA coordinator. Carrie also went through the plans for each of the programs funded by CSBG for 2010-2011. Budget projections for 2010 are much lower than 2011 and this is due to all the additional funding received from ARRA for 2010. Motion to approve the CSBG FY 2010-11 Grant Application made by Mark Pohovey and 2nd by Lori Adler. **Motion Carried.**

Fundraising Committee:

- Annual Campaign began on 11-9-09. To date, Lifeline has raised just over \$3,500—we are over half way to goal—and we have 37 donors so far, 10 of whom are new donors!
- Reminder: MARCH MANIA is on March 12, 2010 and we'll have a kick-off to the event at the January Board meeting.

HR Committee:

- Health insurance premiums have increase 27% for this year. This is a 50% increase in premiums since 2008. For the past 3 years Lifeline staff has absorbed the increase on premiums and have conceded to lower quality plans in order to save on cost. Committee recommends amending the personnel policies to increase Lifeline's allotment from \$450 per month to \$550 per month per employee. Motion to increase health insurance allotment to \$550 made by Dan Culliton and 2nd by Pam Morse. **Motion Carried.**
- Carrie will revise the policy and distribute to all Board and staff.

By Laws and Membership:

- Joyce Bates is attending her second Board meeting tonight and is interested in filling a Public sector slot. She has been appointed by the Mayor of the City of Eastlake. Motion to approve Joyce as a Board member as of 12-02-09 made by Mark Pohovey and 2nd by Lori Adler. **Motion carried.**
- Mark reminded everyone officer elections will be in January as well as committee sign ups.

Programming Committee: No report

Director's Report:

- 2-1-1 Update: Carrie reports that United Way has granted an extension until the end of February to submit a proposal. Carrie will be meeting next week with representatives from Pathways and the County to explore different options for a collaborative proposal. A meeting of the Programming/Strategic Planning Committee will be scheduled in January to further discuss this matter.
- Borders in Mentor is currently doing a book drive that will last until the end of next week. All the donations will be sent to Lifeline for distribution to our Christmas Adopt-a-Families.

Program Reports: None

Old Business: None

New Business: None

Board Comments: None

NEXT MEETING DATE & TIME: The next board meeting will take place on January 20th at 5:30PM.

ADJOURNMENT:

- Motion to adjourn the meeting made by Dan Culliton. Second by Pam Morse. **Motion carried.**

Respectfully submitted,

Dianne Rafferty, Secretary