

LIFELINE FOR THE EMPOWERMENT AND DEVELOPMENT OF CONSUMERS, INC.
Board Minutes
October 21, 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, Michelle Herron, Jennifer Dimmick, Cliff Bolling, Jeremy Iosue

Absent: Denise Powell, Anita Savastano

Excused: Lori Adler, Dan Culliton, Joyce Taylor

Guests:

Staff: Carrie Dotson, Cate Hearn, Marina Rivera

APPROVAL OF MINUTES:

- A motion to approve the minutes for the September 16th Board meeting was made by Erin Johnson, second by Mark Pohovey. **Motion Carried**

ADDITIONS OR AMENDMENTS TO THE AGENDA: none

PUBLIC COMMENT: none

FINANCE REPORT:

- See e-mailed report. Carrie points out that our admin/operating ratio is very good.

COMMITTEE REPORTS

Finance Committee:

- 2008 Audit: Rita spoke to Anthony from Kolita; he has completed the testing and is waiting for verification from the banks and then the audit should be done and ready to submit.
- Rita thanks Carrie for the time and effort involved in creating the new financial reports for the board.

Fundraising Committee:

- Annual Campaign is nearly ready to launch. Carrie distributed campaign letters for board members to sign and asks that members discuss letters with their contacts and encourage contributions. Our goal this year is \$6,000 and 80 donors.
- Pledge cards should be filled out by all board members tonight. Erin reviewed the purpose of these cards.
- Reminder that March Mania will be on March 12, 2010. Sponsorship letters will go out in December.
- Dancing Under the Stars has closed. Our final profit from this event was \$7,026.
- Dining to Donate will be November 12th at Chester's Legacy Tavern from 5:00 to 9:00. This is a very easy way for us to make money. Board is encouraged to have dinner there that night and invite friends to do so also.
- Lifeline now has a Facebook page! We currently have 91 friends; our goal is 250 by the end of 2009.

HR Committee: No report

By Laws and Membership:

- Mark reports that we currently have 4 unfilled Public sector slots on our board. He asked that members consider possible candidates. These slots must be filled quickly, as we are mandated to a 15 person board. He states that he has sent out 18 letters to various public sector officials and received one return call from Robert Shiner of Mentor. He says he will interview four people and send Mark a name.
- Jennifer knows two people she believes would make excellent board members. She will invite them to the next meeting.
- Mark has made changes to the language in the Board Agreement based on last month's discussion. Board members may take one week to read over the agreement and call Mark with any concerns. If none are brought forward, amendments to the by-laws will be made by the committee and it will be presented to the board in November and voted on in December or January.

Programming Committee: No report

Director's Report:

- The VITA program is still in development. We are having a difficult time filling the coordinator position. This person should have some experience in accounting or bookkeeping, as well as some social service experience. Position will be from mid-November to April 30th, 25-30 hours per week at a rate of \$12 to \$13 an hour.
- We have received the RFP for 2-1-1. Rita asks that Carrie e-mail the RFP to the Finance committee before their meeting so they can review it.
- At this point it appears that we'll have about \$30,000 in carry-over next year. A good percentage of that will be used for Health Services, and some will be used to extend employment of our receptionist.

Program Reports:

- Marina Rivera, the new HEAP Coordinator, reports that the HEAP season will begin on November 2nd. They will have walk-ins only for the first 2 weeks and they will be open on Saturday November 7th. After that walk-in hours and appointments will both be available. We will hold a HEAP kick-off on Tuesday October 27th at 3:00 at Morley Library.

OLD BUSINESS: None

NEW BUSINESS: None

BOARD COMMENTS: None

NEXT MEETING DATE & TIME: The next board meeting will take place on November 18th.

ADJOURNMENT:

- Motion to adjourn the meeting made by Michelle Herron. Second by Rita McMahon. **Motion carried.**

Respectfully submitted,

Dianne Rafferty, Secretary