

Lifeline, Inc. Board of Directors
April 17, 2019

Call to order: Meeting called to order by John Shepard at 6:00 PM.

Personal moment of silence observed

In Attendance: Pam Morse, Rob Moore, John Shepard, Paula Gordos, , Pamela Gouldsberry, Jennilynn Patterson, Tony Zampedro, Sue Whittaker, Sean Kramer, Christine Shoop, Aaron Burko

Excused: Doris Behnke, Carrie Morgan, Kate Stein, Robert Weger

Absent/Unexcused: Melissa Amspaugh

Guests: Lenore Collins

Staff: Carrie Dotson, Michelle Mezaris, Tiffany Menosky

Quorum Determination: Quorum Achieved

Additions or amendments to the agenda: Several agenda items will be moved to the May meeting due to low attendance.

Approval of minutes: Rob Moore made a motion to accept the minutes of the March 20, 2019 meeting and Christine Shoop seconded. Aaron Burko abstained. **Motion carried.**

Public Comment/Introduction of Guests:

- Lenore Collins from RSVP is attending her second Board meeting.

Committee Reports:

Programming/Strategic Planning Committee:

- Tiffany Menosky Presentation: Tiffany reported that four people are actively enrolled in the IDA Program and are pursuing a variety of areas such as home ownership, microenterprise and education. Each of the participants is finishing the financial literacy portion of program requirements. The second session of the Financial Empowerment classes is finished and another will begin in June. Two BuyCar interviews have been completed and those individuals will be enrolled.
- Annual Dinner: Carrie stated that the 2019 Annual Dinner will be on Thursday, May 30th at Mooreland Mansion at Lakeland Community College at 6:30PM. Event invites have been distributed and award winners were announced by Carrie. Carrie encouraged the Board to get their RSVPs in as soon as possible.

By-Laws and Membership Committee:

- Lenore Collins has attended her second meeting and is interested in becoming a Board member—she is representing the low-income sector and is representing RSVP. Paula Gordos made a motion to approve Lenore Collins as a new Board member. Rob Moore seconded. **Motion carried.**
- Carrie shared that Abby Begeman has submitted resignation from the Board effective immediately. She was appointed by Congressman Joyce's office and another representative will need to be selected to meet that Board position. Carrie has reached out to several elected officials about recommendations for an appointment for that position.

Finance Committee:

- Carrie shared that the annual audit has been rescheduled for the last week in May. The 2018 fiscal books were late to be closed but the audit report should still be on schedule to be presented in August.

Fundraising Committee:

- Annual Campaign: Carrie shared Lifeline is just behind last year's campaign but that we had 100% Board participation.

Human Resources Committee:

- Carrie shared that Noelle Silvaroli and Sarah Richards both resigned from their positions at the agency. After a five day internal posting, the vacancies are posted publically.

Ad Hoc- Merger Exploratory Committee: The Ad-Hoc committee met with representatives from Western Reserve Community Development Corporation. After much discussion by our Ad Hoc Committee, they are recommending that at this time, a merger with WRCDC is not in the best interest of Lifeline. Carrie will notify representatives from WRCDC.

Finance Report:

- Carrie provided the Board the February 2019 report.

Director's Report:

- Carrie reported that the ADAMHS SFY 20 Proposal is due May 3rd and no increase in funding is expected. Lifeline is asking for \$104,425, (\$67,425 for 211; \$15,000 for the Guardian Program; \$10,000 for Reentry and \$12,000 for Kinship Navigator). Pam Morse made a motion to submit the SFY 20 ADAMHS Proposal. Pamela Gouldsberry seconded. **Motion carried.**
- Carrie reported that Lifeline has revised its CSBG current 2018-19 grant and has moved funds into the new Kinship Program from the Volunteer Guardian Program. Christine Shoop made a motion to submit the CSBG Grant revision. Aaron Burko seconded. **Motion carried.**
- Carrie shared that Lifeline has applied for a VISTA volunteer to work with the Kinship Program. After acceptance, Michelle and Carrie will attend an on-site training to learn the details of working with the VISTA Program.
- Carrie shared that the Western Reserve Junior Service League has granted Lifeline \$2,400 for its Bike Program.
- Carrie shared that Lifeline was asked to participate in a video that UWLC is producing themed A Day in the Life of a Homeless Person. Videographers and United Way representatives interviewed staff and took footage to be included in this video. The video will be shown at the UWLC Annual Meeting in May.
- Carrie shared that the Western Reserve Junior Service League is hosting their Red Stocking Show on May 17-18. Carrie had tickets if anyone is interested in attending.

Program Report:

- ODMH: Quality Assurance Activities – None
- Client Rights Activities/Grievances – None
- Carrie updated the Board on a client that Lifeline and ODSA were working on together to provide her services. The client did not receive Winter Crisis Program benefits for not submitting documents on time.
- Carrie shared that both the VITA and HEAP WCP Programs have concluded. The Winter Crisis Program assisted 743 households during the 2018-19 season.

Old Business:

- John Shepard reminded Board member of the staff picnic on Friday, June 28th. If any Board members are interested in participating, a sign up will be available at the May meeting.

New Business:

- None

General Board Discussion:

- Carrie shared that Board orientation will be after the May Board meeting.
- Carrie reported that there will be a training after the June Board meeting regarding Elevator Speech and Messaging.

Adjournment: Christine Shoop made a motion to adjourn at 6:40 p.m. Aaron Burko seconded. **Motion carried.**