

Lifeline, Inc. Board of Directors
February 19, 2020

Call to order: Meeting called to order by Vice-President Pamela Gouldsberry at 6:01 PM

Personal moment of silence observed

In Attendance: Aaron Burko, Lenore Collins, Kate Stein, Melissa Amspaugh, Pamela Gouldsberry, Sean Kramer, Carrie Morgan, Jennilynn Patterson, Tony Zampedro

Excused: Pam Morse, Paula Gordos, John Shepard, Christine Shoop

Absent/Unexcused: Robert Weger

Guests: Julie Novak, Ryan McGuiness, Sarah Welch, Katie Pinkerton

Staff: Carrie Dotson, Michelle Mezaris, Tiffany Menosky

Quorum Determination: Quorum Achieved

Additions or amendments to the agenda: None

Approval of minutes: Kate Stein noted two errors in the January minutes—first, that Pam Gouldsberry had made the motion for adjournment, not Pam Morse and second, that annual award nomination forms were not distributed to the Board, however information about the awards and past winners were. Lenore Collins made a motion to accept the minutes of the January 15, 2020 Board meeting with the two amendments offered by Kate Stein. Sean Kramer seconded. Tony Zampedro and Jennilynn Patterson abstained. **Motion Carried.** Carrie will amend the January minutes to reflect those corrections.

Public Comment/Introduction of Guests:

- Katie Pinkerton, a Lifeline customer, attended to share her experiences with utilizing programs.
- Julie, Ryan and Sarah are all representatives from Geauga County.

Committee Reports:

By-Laws and Membership Committee: None

Finance Committee: None

Programming/Strategic Planning Committee:

- Program Presentation: Tiffany Menosky, Program Coordinator, shared with the Board the numerous programs she operates related to financial self-sufficiency. Ongoing programs include VITA and IDA but also newer programs such as Buy Car and Financial Empowerment. Tiffany's guest was Katie Pinkerton, an Employment Training and IDA customer. Katie reported the benefits of participating in several programs and her most successful outcome is the creation of her own bakery business, Sweet Water Bakery.
- 2019 Year End Presentation (Financials and Outcomes): Carrie reported year end data to the Board including customer data, outcomes and financials. In 2019, Lifeline served 5,701 unduplicated customers through our community services and HEAP programs. She distributed a demographic summary sheet for reference, along with success stories, outcomes reporting and a 2-1-1 data fact sheet. Carrie also provided a year-end budget review for 2019 that included a comparison of 2018. After Board discussion, Carrie Morgan made a motion to accept the 2019 Year End Annual Financial Report and 2019 Year End Outcomes. Sean Kramer seconded. **Motion carried.**
- Annual Dinner Award Nominations Reminder: Carrie asked that any award nominations be sent to her by February 29, 2020. The Annual Dinner is tentatively scheduled for May 11th.

Fundraising Committee:

- Annual Campaign: Carrie reported that the Annual Campaign will run through March 31, 2020. To date, the Campaign is \$3,700 short of goal. She encouraged members to please fulfil their pledges and to encourage their contacts to give as we enter the final month.
- Dancing Under the Stars: Carrie reminded the Board that this year's DUTS event is Friday, August 14th at LaMalfa in Mentor. She reports that the cast is almost set and a cast announcement is forthcoming.

Human Resources Committee:

- Unpaid Leave: Carrie updated the Board about the two staff who had been on paid and unpaid leave in 2020 and into 2021—neither will need further unpaid leave at this time, as one has retired and one was terminated.

Facilities Ad Hoc:

- The Committee is still working on issues related to the lease. Lifeline's attorney has reviewed the lease and he and Carrie will meet with the landlord's team to discuss some concerns regarding this project. Lifeline's insurance company is also reviewing the lease. Carrie reported that she is seeking funds to assist with the cost of moving.

Geauga Ad Hoc:

- Carrie updated that the ODSA senior auditor completed Geauga's final audit today. Lifeline can begin working on the implementation plan of programming and operations.
- Carrie also shared that while at the recent OACAA Winter Legislative Conference she was able to meet with two Geauga legislators to discuss our plans for Geauga County and both were very supportive.

Finance Report:

- Carrie will be sending the financial reports for December.

Director's Report:

- Carrie reported that five of Lifeline's UWLC applications have had their initial intents approved and the second part of the grant applications can be completed. UWLC also notified us that 2-1-1 will not receive any funding for FY21 which came as a huge shock—this is a loss of \$64,000. Carrie has been researching and reaching out to others about potential new funding options to replace the lost funds. Several significant changes will be made to help minimize the program costs including a reduction of service hours by Lifeline staff to 8:00AM-5:00PM. All other hours will be covered by the current outsourced agency. Carrie also reported that currently Lifeline manages the Project Hope reservation line for the homeless shelter. She has told Project Hope that financial support will be needed as of July 1st to continue managing reservations. Carrie said that she will continue to keep the Board posted on 2-1-1 funding contingency plans and encouraged them to be vocal on their thoughts about the UWLC cuts to 2-1-1.

Program Report:

- ODMH: Quality Assurance Activities – None
- Client Rights Activities/Grievances – None
- Program Update: None

Old Business:

- Carrie shared that the August Board meeting will be cancelled. The July Board meeting will include a *Board Roles and Responsibilities* training from Jeff Diver from OACAA. Jeff will also be returning to update the agency strategic plan in September to include the addition of Geauga County.

New Business: None

General Board Discussion: None

Adjournment: Aaron Burko made a motion to adjourn at 7:05 p.m. Kate Stein seconded. **Motion Carried.**