

**Lifeline, Inc. Board of Directors**  
**June 21, 2017**

**Call to order:** Meeting called to order by Anne Curwen at 6:02PM.

**Personal moment of silence observed**

**In Attendance:** Anne Curwen, Alyea Barajas, Aaron Burko, John Shepard, Joyce Bates, Terra Thorpe, Paula Gordos, Ed Zivkovich, Michelle Herron, Carolyn Knox, Robert Weger, Sue Whittaker.

**Excused:** Abby Begeman, Pam Morse, Rob Moore, Holly Hanna

**Absent/Unexcused:** Cathy Bush

**Guests:** Dione DeMitro

**Staff:** Carrie Dotson, Maribel Young

**Quorum Determination:** Quorum Achieved

**Additions or amendments to the agenda:** None

**Approval of minutes:** John Shepard made a motion to accept the minutes of the May 17, 2017 Board meeting. Paula Gordos seconded. Michelle Herron and Sue Whittaker abstained. **Motion carried.**

**Public Comment/Introduction of Guests:**

- None

**Committee Reports:**

**Programming/Strategic Planning Committee:**

- Carrie updated that the 2017 Needs Assessment is underway—client surveys were sent out to about a dozen agencies so that we can gather client feedback. About 50 invitations for the focus groups were sent out to staff at many of our collaborating partners. Our tentative plan is to have the assessment complete for presentation and adoption at our October Board meeting, for submission with our CSBG grant in November.

**By-Laws and Membership Committee:**

- None

**Fundraising Committee:**

- Spring Raffle: We sold 203 of the 600 printed tickets for a total profit of \$4,758 – our lowest raffle in years. However sponsorships were significantly up this year and total \$2,700. The Fundraising Committee will meet to evaluate the results and make recommendations for future years.
- Dancing Under the Stars: There are still several ways the Board can help make the event a success—donate local restaurant gift cards for the gift bags, chip in to purchase an ad in the program, vote for your favorite celebrity online or attend! Our goal is to raise at least \$50,000 to be split with FPA.

**Finance Committee:**

- None

**Human Resources Committee:**

- Carrie received notification that the Ohio Civil Rights Commission Case filed by Ms. Jackson-Boyd was dismissed – no probable cause was found.

**Facilities Ad Hoc:**

- Carrie shared that she was told Signature Health made an offer to buy the building. Lifeline's lease is set to expire 12/31/17. Carrie will keep Board members informed of any updates.

**Finance Report:**

- Carrie is currently working on the report and will have it sent out by early next week.

**Director's Report:**

- **HEAP Summer Crisis Program:** a vote is needed in order to purchase 80 air conditioner units needed for the program. The cost for each unit is \$159, for a total of \$12,720. The funds will need to come from our unrestricted account and will be reimbursed when we received the ODSA funds in July. Aaron Burko made a motion to purchase the 80 units. Michelle Herron seconds the motion. **Motion Carried.**
- **2018-19 HCRP Grant Application:** The grant application for this program was submitted today. Funding for this grant is locked in for two years. Lifeline is currently the only provider of this program in Lake County.
- **UWLC FY 2018 Allocation:** Unfortunately the program with the most critical funding took a significant cut. However several of our other programs saw a slight increase in funding. In general Lifeline's allocation was up a total of \$470, for a total of \$117,670 to be dispersed over five programs. Lifeline was the second highest funded agency.
- **Title XX Funding:** The Allocation for Title XX from the Lake Co. Department of Job & Family Services was received. There was a slight decrease in the funding from \$17,000 to \$15,000 due to pressing needs in their operations. The funding will help pay for 2-1-1 evening/weekend coverage.
- **Lake County ADAMHS Board Funding:** \$67,425 was approved for Lifeline's 2-1-1 program on June 19, 2017 from the Lake County ADAMHS Board. This is an increase of \$6,000 and will assist with our technology launches in 2018 FY. In addition the ADAMHS Board has asked that Lifeline submits a request for funding for \$10,000 for the Re-Entry program. The funding would go through their August Committees and Board meeting for approval.
- **211/Lake County CDBG Funding:** Carrie reports that on Monday June 19, 2017 she received a call from Commissioner Dan Troy stating that he has received an email from his colleague, Commissioner Cirino, who indicated that he would not be supportive of Lifeline's FY 18 CDBG request for 2-1-1 due to our partnership with Family Planning. We had requested \$15,000 for FY 18 to cover 2-1-1 operations. This is a \$500 increase from what Lifeline received in FY 17. There will be a public hearing in July. There was Board discussion on how to address this issue. Carrie will continue to keep the Board updated via email.

**Program Report:**

- ODMHAS: Quality Assurance Activities – None
- Client Rights Activities/Grievances – None

**Old Business:**

- **Pathways to Excellence:** An extension was granted and the final plan will be completed in August. This is due by the 1<sup>st</sup> of September.

**New Business:** None

**General Board Discussion:**

- **Reminder-** no Board meeting in July.

**Adjournment:** John Shepard made a motion to adjourn at 6:30 p.m. Paula Gordos seconded. Motion carried.

**Board Training: Best Practices in Board Recruitment & Retention with Dione DeMitra, Lakeland Nonprofit & Public Service Center**