

**Lifeline Board Meeting**  
**April 17, 2013**

**Call to order:** Michelle Herron called the meeting to order at 5:40 p.m.

**In attendance:** Lori Adler, Joyce Bates, Melissa Clayton, Anne Curwen, Michelle Herron, Jeremy Iosue, Erin Johnson, Bill Knapp, Stella Llamas, Rita McMahon, Pam Morse, Joyce Taylor, Marlaina Tucci, Sue Whittaker, Ed Zivkovich.

**Guests:** Jeff Diver, Internal Consultant, OACAA

**Additions or Amendments to the Agenda:** None

**Approval of Minutes:** Motion to approve the March 20, 2013 Board minutes made by Pam Morse, second by Rita McMahon. **Motion carried.**

**Public Comment:** None

**Committee Reports:**

- **Fundraising:**
  - Carrie reminds the Board again that Dancing Under the Stars will take place on August 9, 2013.
  - The date has been set for March Mania 2014; the event will be held on March 7. Carrie asks that Board members add the date to their calendar.
  
- **HR:**
  - Carrie announced that Michelle Mezaris has given her notice—her last day will be May 10. She will be moving on to a new job in the counseling field. Her job will be posted internally and if no one applies, we will advertise for the position.
  
- **Finance:**
  - Carrie presented the proposed budget for 211 and explained that she requested increases from the ADAMHS Board and both CDBG grants. Because of the increase in the minimum wage, we will not have enough funding to support the current staffing without an increase in funding. If we are unable to bring more dollars into 211 we may have to reduce staff hours or cut a position.
  - Motion to approve the grant request for \$18,000 from the FY 2013 Lake County CDBG grant made by Pam Morse, second by Joyce Bates. **Motion carried.**
  - Motion to approve grant request for \$3,000 from the FY 2013 Mentor CDBG grant made by Pam Morse, second by Rita McMahon. **Motion carried.**
  - Motion to approve grant request for FY 2014 ADAMHS Board made by Pam Morse, second by Jeremy Iosue. **Motion carried.**
  
- **By-Laws and Membership:**
  - Carrie has been informed of two resignations from the Board. Don Waytes was offered a new position in Columbus and he and his family have moved. Erin Johnson has also tendered her resignation citing family and work obligations.

- Michelle Herron reports that she will be reaching out to two potential new members.
- **Director's Report:**
  - Carrie reviewed details regarding the proposal for FY 2013 Home Investment Partnership Funds, which we use for security deposits and first month's rent, as well as transitional housing, and asked for approval. Motion to approve the \$200,000 grant request for FY 2013 Home Investment Partnership Funds made by Lori Adler and second by Rita McMahon. **Motion carried.**
  - Carrie has been in contact with the Lake County Office of Planning and Community Development about a new state grant opportunity. The office will be submitting for a competitive grant for supportive housing services in Lake County and they propose to sub-grant program operations to Lifeline. This grant would provide us with up to \$300,000 per year for the next 3 years to provide housing support to formally homeless individuals and families. This would begin early in 2014.
- **Program Reports:**
  - All program information is in Board binders. This is a relatively quiet period in the office but will pick up again soon.
- **Old Business:**
  - 40<sup>th</sup> Anniversary Celebration will take place on May 22 at Painesville Township Park from 6:00 – 8:00 p.m. We will have dinner, games, a timeline of Lifeline history and raffles. It will be a very relaxed event; no speaker or formal agenda. The celebration is free and we encourage everyone to stop by. This event will be in place of the Annual meeting and we will not have awards this year. **Please be sure to RSVP so that we have enough food for everyone!**
- **New Business:** none
- **General Board Discussion:** none

Motion to adjourn made by Pam Morse, second by Joyce Bates. **Motion carried.** Business meeting adjourned at 6:15 p.m.

Following the business meeting, the Board participated in training on Board Responsibilities. This training was presented by Jeff Diver, an Internal Consultant for OACAA.