

**Lifeline, Inc. Board of Directors
July 16, 2014**

Call to order: Meeting called to order by Michelle Herron at 6:06 p.m.

Personal moment of silence observed

In Attendance: Joyce Bates, Michelle Herron, Bill Knapp, Pam Morse, Marlaina Tucci, Alyea Barajas, Sue Whittaker, Ed Zivkovich, Kathleen Homyock, Anne Curwen

Excused: Jeremy Iosue, Lori Adler, Melissa Clayton, Rita McMahon, Joyce Taylor

Absent/Unexcused: Jacob Daling

Guests: Joe Weber, Lake Erie College, Ann Fairhurst & Cindy Naegele, The Cleveland Foundation

Staff: Carrie Dotson, Michelle Mezaris, Maribel Young

Quorum Determination: Quorum Achieved

Additions or amendments to the agenda:

- None.

Approval of minutes: Bill Knapp made a motion to accept the minutes of the June 18, 2014 Board meeting. Anne Curwen seconded. **Motion carried.**

Public Comment: None

Committee Reports:

Programming/Strategic Planning Committee:

- **Housing Presentation by Maribel Young:** Maribel provided an overview of her Security Deposit Program that included statistics, customer eligibility, and customer benefits. Maribel described the steps each customer completes to receive assistance. The presentation also included a story of a recent couple that the agency helped who had been taken advantage of by an “imposter” landlord.
- **Quarterly Strategic Plan Review/Discussion:** Carrie reviewed each area of the plan and commented on the status of the areas. She highlighted the items that have been completed successfully so far and states that the plan is on track. A detailed outline of the plan is included in the Board packet.

Fundraising Committee:

- **Dancing Under the Stars:** The event will be held on **August 1st at LaMalfa in Mentor**. The deadline for ads will be this Saturday- if you are interested in placing one please contact Carrie. The soft deadline for event RSVP's is July 21st with hard deadline of July 25th. Anyone can vote for their favorite celebrity dancer online or by check to Carrie.
- **Endowment Presentation:** The Cleveland Foundation- Ann Fairhurst and Cindy Naegele presented an overview of the CF and various project in Lake County that have been funded in the past. The presenters explained the various benefits of using the CF such as branding/logo, financial expertise of staff, and online giving site. The presenters also informed Board that once the agreement has been finalized by both parties that it can take as little as three weeks to be fully engaged with all services offered by CF.

Finance Committee:

- Carrie shared that audit is finished and 990 complete. Lifeline's exit interview will be in August and update to follow.

By-Laws and Membership Committee:

- The Committee would like to develop a waiting list of potential Board members that could be readily available to use when vacancies arise.
- Jacob Daling, who has not attended Board meetings or responded to attempts to contact him during the past several months, is eligible to be voted off Lifeline's Board as outlined by the By-laws. Jacob has missed three unexcused meetings since January, nor has he had any participation at the committee level. Pam Morse motioned for the dismissal of Jacob Daling from the Board. Joyce Bates seconded. **Motion Carried.**

Human Resources Committee:

- None.

Facilities Ad Hoc Committee:

- Carrie invited all Board members to stop by the new renovated area of Lifeline's office.

Finance Report:

- Included in packet.

Director's Report:

- **UWLC FY 2015 Allocations/Agreement:** Carrie stated that most programs took a small cut from their allocations. This item also includes the UWLC Agreement that outlines how funds will be distributed to Lifeline and other business processes. Pam Morse motioned to approve UWLC Allocation and Agreement. Bill Knapp seconded. **Motion Carried.**
- **HEAP 2014-15 Administration and Operating Grant:** Lifeline received an increase of \$15,000 for this grant period, with a total grant award of \$208,000. This grant is not direct funding for customers but is for the administrative and operating aspects of running the program, such as salaries, lease, contracts, etc. Bill Knapp motioned to approve HEAP 2014-15 Administration Grant. Joyce Bates seconded. **Motion Carried.**

Program Report:

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

Old Business:

- None

New Business:

- None

General Board Discussion:

- **Next Board meeting to be held August 20th at 6PM at TriPoint Hospital.**

Adjournment:

- Pam Morse made a motion to adjourn. Alyea Barajas seconds. **Motion carried.**

Meeting adjourned at 7:21 p.m.