

**Lifeline, Inc. Board of Directors
November 19, 2014**

Call to order: Meeting called to order by Pam Morse at 6:04 p.m.

Personal moment of silence observed

In Attendance: Joyce Bates, , Pam Morse, Alyea Barajas, Sue Whittaker, Kathleen Homyock, Lori Adler, Bill Knapp, , Holly Hanna Coe, Melissa Clayton, Jeremy Iosue, Marlaina Tucci, Ed Zivkovich, Joyce Taylor

Excused: Anne Curwen, Michelle Herron, Rita McMahon, Joe Weber

Absent/Unexcused: None

Guests: Leslie Iosue, Paula Gordos

Staff: Carrie Dotson, Michelle Mezaris

Quorum Determination: Quorum Achieved

Additions or amendments to the agenda:

- None

Approval of minutes: Joyce Bates made a motion to accept the minutes of the October 15, 2014 Board meeting. Alyea Barajas seconded. **Motion carried.**

Public Comment: None

Committee Reports:

Programming/Strategic Planning Committee:

- **Strategic Plan Review- 3rd Quarter:** Carrie reports that the agency is making great progress with its goals. Carrie went through each goal/objective and updated the Board on the Agency's progress. Carrie also mentioned that we are looking at doing a new strategic plan later in the fall 2015, once Geauga County's CSBG operations will be incorporated into Lifeline, but that transition will need to be kept in the forefront of everyone's minds as time moves forward.

Fundraising Committee:

- **Annual Campaign:** The Annual Campaign launched on Friday and so far there have been four donors who have contributed \$1,000 total.
- **Spring Fundraiser:** Since there will not be a March Mania event this year, Joyce Bates reports that the Board will need to finalize plans for the new activity that will occur in the spring. The Fundraising Committee made its recommendation for a Spring Raffle to be run February through May. Board members had discussion related to the amount of tickets that should be sold, cost of tickets, prize amounts and process. Carrie indicated that they will approach past sponsors of March Mania about perhaps sponsoring the raffle instead, as a way to underwrite some of the prize money. Pam Morse made a motion to sell 500 tickets at \$20 each, with three cash prizes in the amounts of \$2,000, \$1,000 and \$500. This would give us a net profit of around \$6,500 if all tickets are sold. Joyce Taylor seconds. **Motion carried.**
- **Endowment:** Pam reported that the Endowment has been launched in partnership with the Cleveland Foundation. She and Carrie signed off on all of the paperwork and gave them a check for \$50,000 to begin!

Finance Committee:

- None

By-Laws and Membership Committee:

- Committee members reviewed the Board attendance for 2014 to date and discussed some issues regarding the number of excused absences.
- There is going to be a significant turnover in Board membership at the end of the year, as previously discussed. Kathleen has agreed to stay on the Board one additional year. Jeremy, Lori, Marlaina and Joyce T. will be leaving the Board at the end of their terms on December 31.
- Carrie reports that further discussion will need to occur related to the Board composition once the Geauga merger occurs. Lifeline has the several options to divide representation between the two counties.

Human Resources Committee:

- The next HR committee meeting will be Monday, November 24th.

Facilities Ad Hoc Committee:

- As previously reported, no construction has been started due to delays at the Painesville City permit department.

Nominating Committee

- Carrie asked that if anyone is interested in being on the nomination committee to contact her. If any current Board member is thinking of a leadership position within the Board to contact her as well.

Finance Report:

- Carrie will distribute report upon its completion.

Director's Report:

- **Geauga County Acquisition:** Carrie has begun her research into the political environment of Geauga County including which political members are going to be favorable to this transition and those who may be challenging. Several Board members stated they may have some contacts Carrie can look into. Carrie, Michelle H., and Pam had a scheduled meeting with Geauga Advisory Board on 11/14 but it was cancelled last minute due to weather conditions. Carrie has discussed the transition with Ann Fairhurst at the Lake Geauga Fund and she has indicated that she's supportive and hopeful that they can help out. Carrie has some ideas of how Lake Geauga Fund funding could be helpful, including by funding rebranding and new promotional materials, political strategy and messaging, media kits, and Board consulting.
- The first week of HEAP was Customer Appreciation Week (Nov 3-7). A huge thank you to the Board members who were so helpful during the early morning hours by providing fruit and hospitality support and prescreening customers. The Board support that week is important to the launch of the agency's biggest program and the staff really appreciates that extra help!

Program Report:

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

Old Business:

- None

New Business:

- Beginning January 2015, Board meetings will be held at Morley Library in Painesville. They will be held in the basement level of the building. Dinner will be provided at 5:30PM as usual with meeting to begin at 6PM.

General Board Discussion:

- Next Board meeting to be held Wednesday, December 17, 2014 at TriPoint.

Adjournment:

- Joyce Taylor made a motion to adjourn. Lori Adler seconds. **Motion carried.**

Meeting adjourned at 7:37 p.m.