

Lifeline, Inc. Board of Directors
August 15, 2018

Call to order: Meeting called to order by Anne Curwen at 6:06PM.

Personal moment of silence observed

In Attendance: Cathy Bush, Anne Curwen, Pamela Gouldsberry, Sean Kramer, Shannon Majewski, Christine Shoop, Robert Weger

Excused: Abby Begeman, Sue Whittaker, Paula Gordos, Rob Moore, John Shepard, Aaron Burko, Tony Zampedro

Absent/Unexcused: Pam Morse, Ed Zivkovich

Guests: None

Staff: Carrie Dotson, Michelle Mezaris, Angela Wrana

Quorum Determination: Quorum **Not** Achieved

Additions or amendments to the agenda: None

Approval of minutes: No vote due to quorum not achieved.

Public Comment/Introduction of Guests: None.

Committee Reports:

Programming/Strategic Planning Committee:

- Program Presentation: Angela Wrana shared with the Board about her Supportive Housing Program and Homeless Crisis Response Program. Angela reported the increase in enrollment with Supportive Housing and the high need for housing services for the homeless.
- Strategic Plan: Carrie reminded everyone that the Board strategic plan retreat is scheduled for Saturday, October 6th from 9AM-2PM at Lifeline. Breakfast and lunch will be provided.

By-Laws and Membership Committee:

- Board Self Evaluations: Carrie reported that this activity will be postponed and completed at the September Board meeting since so many Board members are absent tonight.

Fundraising Committee:

- Dancing Under the Stars: Carrie shared that there were 503 attendees to the event and it was the highest attendance on record and expected to be the most profitable. The 2019 DUTS will be held on August 2nd at LaMalfa.
- Annual Campaign: The campaign officially kicks off in September.

Finance Committee:

- Endowment Update: Carrie shared that the second quarter of the endowment made \$2,281 in net profit. Carrie distributed the quarterly statement from the Cleveland Foundation which details the endowment activity. Next month the Board can discuss the options of moving money into the account.

Human Resources Committee:

- Carries reported that Lifeline has six vacancies at this time in various departments, primarily new positions created for HEAP and Guardianship. Lifeline and the Probate Court interviewed for the Program Manager position this week. We will have many new faces in the coming months.

Finance Report: Carrie provided the Board the May financial report.

Director's Report:

- Carrie reported that Lifeline has signed an 18 month contract with the County Commissioners for Senior Levy funds to support the Volunteer Guardian Program. It is for a total of \$204,900 and is retroactive to July 1. Lifeline CSBG and the ADAMHS Board are also funding the program. Once the Program Manager is on board, the hiring of the two remaining positions will begin.
- Carrie asked that money be moved into the corporate account of the checking from the unrestricted savings and recommended a \$5,000 transfer. **No vote due to quorum not achieved.**
- The HEAP administrative/operating 2018-19 grant is due by August 31st. It does not include client direct funds but does include all staff costs and operating expenses. Carrie distributed the budget proposal and went through the grant application with the members present. **No vote due to quorum not achieved.**

Program Report:

- ODMH: Quality Assurance Activities – None
- Client Rights Activities/Grievances – None
- To date, the Summer Crisis Program has completed 166 applications and used all remaining air conditioners from last year (30). Summer Crisis Program ends on August 31.
- The Bike and Nutrition classes are finishing up for the summer.

Old Business: None

New Business: None

General Board Discussion:

- Carrie reminded the Board there will be no meeting in November due to the Thanksgiving holiday.

Adjournment: 6:53PM