

**Lifeline, Inc. Board of Directors
January 20, 2021 via Zoom!**

Call to order: Meeting called to order by Pam Gouldsberry at 6:04 PM

Personal moment of silence observed

In Attendance: Melissa Amspaugh, Aaron Burko, Lenore Collins, Pamela Gouldsberry, Sean Kramer, Ryan McGinnis, Pam Morse, Julie Novak, Jennilynn Patterson, Tom Quade, Christine Shoop, Kate Stein, Sarah Welch, Robert Weger

Excused: Paula Gordos

Absent/Unexcused: Sarah Wade

Guests: Stephanie Johnson

Staff: Carrie Dotson, Jennie Best

Quorum Determination: Quorum Achieved

Additions or amendments to the agenda: None

Approval of minutes: Jennilynn Patterson made a motion to approve the minutes of the December 16, 2020 Board meeting. Sean Kramer seconded. **Motion Carried.** Kate Stein abstained

Public Comment/Introduction of Guests: Carrie introduced Stephanie Johnson, from the City of Mentor, as a potential new board member to fill the public sector slot vacated by Tony Zampedro on Dec. 31 when his term expired.

Committee Reports:

Finance: No Report

Human Resources:

- Carrie updated that currently posted positions include: two Volunteer Guardian Program Coordinators, the new Payee Program Coordinator, and a HEAP Intake Specialist. All are direct service positions which have been posted and interviews are currently taking place. Once these are filled, we will post for our administrative assistant and special projects coordinator positions.

Fundraising:

- **Dancing Under the Stars:** Carrie said that Lifeline & Signature Health are in the process of closing out Dancing Under the Stars and waiting for a few more checks to come through to do so. Rough estimates show a net profit of around \$65,000 to be split between Lifeline and FPA/Signature Health. Carrie also updated that last week we had a meeting and after much discussion and thought, with input from our professional dance partners, we reached the very sad decision to cancel the physical event again for summer 2021, with a planned return in summer 2022. With the COVID situation and how early preparation for the event starts, we just didn't think we could safely do it this summer. We will proceed with a virtual raffle similar to what we did this fall, only we'll do it in August.
- **Annual Campaign 20-21:** The Annual Campaign is thriving in this time of pandemic! It's still early, as the campaign runs through March 31, but Carrie updated that to date we have raised \$12,885 gross profit /

\$12,473 net profit of our \$15,000 goal, so we are over 3/4 there! We have 108 donors to date, including nine new donors. Board giving is at 55% with 10 of 18 giving. A list of donors as of 1/19/21 was included with Board packets. Carrie asked that Board members continue to promote the Annual Campaign and fulfill their pledges by March 31.

By-laws & Membership:

- Carrie updated to the Board that Tony Zampedro has decided not to pursue a second term on the Board, after his current term expired on Dec. 31. Carrie introduced Stephanie Johnson, who has been nominated by the City of Mentor to be appointed to his slot. Pam Gouldsberry thanked him for his service to the Board and asked Stephanie to please pass that message on to him.

Programs & Planning: No Report

Ad Hoc Facilities Committee:

- **Long-term Facility Plan:** Carrie updated that to date, we still have not heard back from Dan Smith regarding our long-term plans for the new facility. Our attorney, David Harvey, has reached out several times and each time was told by Dan's attorney that they were trying to reach Dan—in short, we're no further along with Consolidated's lease and plan than we were two months ago. We did have a really productive meeting last week with folks from Renew Partners, our landlord here at Victoria Place. We also talked about our long-term needs for a buildout and they are very excited to do it for us. There's a significant amount of space behind our current office that is both vacant and one giant room that could easily be built out and connected to our current office. We also talked about rearranging some of the flow in our current office to allow for a bigger lobby, more offices with windows and general better use of space. These are all things that Renew Partners is interested in discussing further with us. A question was raised about parking and discussion was had about how we could manage that if we stay at this building, as it is very limited nearby to the street parking and a paid lot. Christine Shoop was going to look into the parking situation in regard to the meters with the City.
- **Short-term Facility Plan:** We also discussed a very immediate need for more space with the folks at Renew Partners. We have several jobs posted and nowhere for those new employees to physically be. There is a space immediately adjacent to our office that they are happy to lease for us—they're working on getting numbers to us for approval. This is one big space with several cubicles already in it. This will allow us to meet our immediate need for several more offices. Carrie will reach out to schedule an Executive Committee meeting for a vote when we receive the lease amendment.

Ad Hoc Nominating Committee:

- **Election of Officers:** Committee chair Christine Shoop presented the Committee's recommended slate for 2021 officers:
 - President: Paula Gordos
 - Vice President: Sean Kramer
 - Treasurer: Melissa Amspaugh
 - Secretary: Christine Shoop

Pam Gouldsberry asked for any nominations from the floor. Hearing none, Pam Morse made a motion to approve the recommended slate of officers for 2021. Jennilynn Patterson seconded. **Motion carried.**

- **Organizational Meeting:** Carrie emailed out several items for each Board member to review and sign. These included conflict of interest policies and statements and Board member agreements. Carrie asked

that each Board member please return these by the end of next week (1/29/21). Carrie also asked that each Board member please email her their 2021 committee choices.

Finance Report:

- Carrie stated the financial reports are forth coming.

Director's Report:

- **CRF 2.0 (CDBG-CV):** Carrie updated that we have received grant agreements for CRF 2.0, the state CDBG-CV funding—this grant totals \$1,089,000 in funding for rent, mortgage and water/sewer bills for those impacted by COVID-19 in Lake & Geauga Counties. This includes \$841,000 for Lake County and \$248,000 for Geauga County, with a spending deadline of February 28, 2022. Christine Shoop made a motion to approve this grant. Sean Kramer seconded. **Motion carried.**
- **Senior Levy Funding:** Carrie let the Board know that we were awarded everything we asked for in our grant applications for Lake County senior levy funding, including the \$10,000 for 2-1-1—this is the first time that 2-1-1 will be funded by the levy dollars and we're excited for this new partnership.
- **Holiday Angels Contribution:** Carrie shared with the Board that we learned in December that there is a group in the Painesville area that calls themselves the Lake County Holiday Angels. We don't know much about it, other than that they've generously chosen Lifeline as their beneficiary for 2020—last week we received a nice donation of \$375 to Lifeline from the Holiday Angels group.

Program Report:

- ODMHAS—Quality Assurance Activities: None
- Client Rights Activities/Grievances: None
- Program Updates:
 - **Ohio Governor's Imagination Library:** We publicly launched the Lake County Imagination Library last week with a social media campaign that culminated in a frontpage story in yesterday's edition (1/18) of the News Herald. We saw significant enrollment increases over the last week and now have nearly 1,500 children enrolled, on our way to our goal of 2,500 children by the end of 2021!
 - **2-1-1 Vaccine Info & Registration Partnership with LCGHD:** Carrie updated that the Lake County General Health District had launched an online registration form on Jan. 9 to begin a registry of 1B Lake County seniors who want to receive the vaccine—we're told that within three days they had over 15,000 seniors on the list. These seniors will eventually be contacted to schedule appointments to receive the vaccine, in order by age. Because this population is not always as tech-savvy as others, their phones blew up with seniors who had questions or needed help registering. Last Monday and Tuesday the LCGHD fielded over 800 calls. We were approached last Wednesday by the LCGHD and asked to assist them in answering calls and assisting with registration for vaccines for the senior (65+) population, as well as assisting with callbacks for folks leaving messages. We began providing this service for the LCGHD on Thursday, Jan. 14 and our staff have been very, very busy, but we're glad to be able to assist in this important process however we can. We are still advising Lake Co. residents to call the LCGHD, but they are transferring a significant percentage of the calls to 2-1-1.

- Carrie updated that an increase in demand for VITA services is expected as AARP Tax Sites are primarily closed this season. We will be submitting a funding request to UWLC to assist with the increase in demand. 2-1-1 will be handling the VITA scheduling calls. Promotional materials will be sent out soon.

Old Business: None

New Business:

- Carrie shared that a request was received from United Way for data regarding 2-1-1 calls. United Way would like to use this information for marketing purposes for the Feed Lake County Campaign. Carrie felt that in light of UWLC eliminating funding and stating that 2-1-1 didn't align with their goals, that the Board should discuss whether it was appropriate to share the data. Carrie said that traditionally data has only been provided to funders and program partners. There was active Board discussion regarding whether we should provide this data free of charge since UWLC eliminated support for 2-1-1. The consensus was to share the info with UWLC to show that this data is indicative of the value of 2-1-1. The Board would like to ask UWLC to include on their advertising that the data was provided by Lifeline's 2-1-1 and ask them to re-consider funding the program at their earliest opportunity.

Adjournment: Sean Kramer made a motion to adjourn at 7:12 p.m. Lenore Collins seconded. **Motion carried.**