

**Lifeline, Inc. Board of Directors  
May 12, 2021 via Zoom!**

**Call to order:** Paula Gordos called the meeting to order at 6:01 PM.

**Personal moment of silence observed**

**In Attendance:** Melissa Amspaugh, Aaron Burko, Lenore Collins, Paula Gordos, Pam Gouldsberry, Stephanie Johnson, Sean Kramer, Ryan McGinnis, Julie Novak, Jennilynn Patterson, Christine Shoop, Kate Stein, Sarah Wade, Sarah Welch.

**Excused:** Tom Quade

**Absent/Unexcused:** Pam Morse, Robert Weger

**Guests:**

**Staff:** Carrie Dotson, Rebekah Jones

**Quorum Determination:** Quorum Achieved

**Additions or amendments to the agenda:** None

**Approval of Minutes - April 21, 2021:** Lenore Collins made a motion to approve the minutes of the April 21, 2021 Board meeting. Christine Shoop seconded. **Motion Carried.**

**Public Comment/Introduction of Guests:** None

**Committee Reports:**

- **Executive:** No report.
- **Finance:** Carrie informed the Board the fieldwork for the independent audit for FY20 was completed and we believe we will receive a draft audit report by the end of July for the Finance Committee to review.
- **Human Resources:** Pam Gouldsberry informed the Board that the Human Resources Committee would be meeting on Tuesday, May 18<sup>th</sup> to discuss an updated Wage & Salary Plan.
- **Programs & Planning:** No report.
- **Fundraising: Dancing Under the Stars Virtual Raffle:** Carrie confirmed that the Dancing Under the Stars Virtual Raffle will take place in August in partnership with FPA/ Signature Health. The Committee has drafted the Board into four teams with a member of the Fundraising Committee leading each team. The teams will select and donate an item for the raffle and will have donations to the Lifeline office by June 30<sup>th</sup>. The donations will be photographed, described, and uploaded to the raffle website and our social media pages. FPA/Signature Health will be following the same process as well and we are hopeful to have at least 20 items for the event. We have two confirmed sponsors – Lubrizol and Lakeland Community College – with Lake Health in the works as a sponsor as well. The Dancing Under the Stars committee is also doing outreach to encourage former cast members to consider donating. We welcome additional

sponsors and we will be promoting these sponsors on our website and social media sites.

- **By-laws & Membership:** No report.
- **Ad Hoc Facilities Committee:** Carrie informed the Board that she and Jennie met with Rick Osborne Jr., the realtor representing Victoria Place owners Renew Partners, regarding Victoria Place and confirmed Renew still fully intends to move forward with Lifeline's long-term plans. At this time, Renew Partners has several additional projects including work on the exterior renovation of the property as well as the purchase of additional properties and this has occupied much of their focus.

**Finance Reports:**

- **Director's Report:** Carrie stated that the March and April reports are in the works and she expects to have the March report sometime next week. The April report will be available for the next Board meeting.
- **Director Updates:** Carrie updated that Governor DeWine signed House Bill 167 and we anticipate learning Lifeline's allocation sometime next week. Once this number is ascertained, there will be a massive outreach to best utilize those funds. Carrie confirmed that we would also receive the sub-contract from Lake County for their home relief funds that could total \$5,000,000. Our agency budget could very well be around \$20,000,000 this year.

**Program Reports:**

- **ODMHAS—Quality Assurance Activities:** No report.
- **Client Rights Activities/Grievances:** No report.
- **Program Updates:**
  - Carrie mentioned that the HEAP program completed the annual monitoring program ODSA – this year it was done remotely and covered the past two years as COVID-19 affected 2020's monitoring. We had an exit interview on Monday, May 10<sup>th</sup> and it went exceptionally well. ODSA said we can expect the final report within thirty days and then we will have an additional thirty days to respond to any citations. Carrie stated that a lot of praise went to our HEAP manager Marina and Lifeline continues to be grateful to her and the HEAP staff for their amazing work.
  - Carrie stated that our VITA Tax Clinics end this week with the tax deadline being next week. We are on track to have around 250 tax returns this season.

**Old Business:** No report.

**New Business:** No report.

**General Board Discussion:**

- Carrie reminded the Board that there would not be a Board meeting in July as we typically take a break for one of the summer months. The Board will meet in June and then resume regularly scheduled meetings in August. Carrie is hopeful to return to in-person Board meetings potentially in August if it can be done safely.

- With the governor lifting the health orders effective June 2<sup>nd</sup> there will be further discussion as to how this will impact Lifeline, Inc. staff.

**Adjournment:** Paula Gordos requested a motion to adjourn the meeting at 6:23 PM. Aaron Burko seconded. **Motion carried.**

**Board Roles/Responsibilities Training with Dani Robbins immediately following the Board Meeting from 6:30-8:30 p.m.**