



**Lifeline, Inc. Board of Directors
October 19, 2022**

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

Personal Moment of Silence Observed

In Attendance: Matt Armand, Lenore Collins, Christina Corsi, Paula Gordos, Pamela Gouldsberry, Sean Kramer, Adam Litke, Matt Maier, Ryan McGinnis, Christine Shoop, Brittany Sustar, Sarah Wade, Robert Weger

Excused: Jennilynn Banks

Absent/Unexcused: Aaron Burko, Kate Stein, Sarah Welch

Guests: Jeffrey Diver

Staff: Carrie Dotson, Jennie Best, Rebekah Jones

Quorum Determination: Quorum Achieved

Additions or Amendments to the Agenda: None

Approval of Minutes: Sean Kramer made a motion to approve the September 21, 2022, Board meeting minutes. Lenore Collins seconded. Matt Maier abstained. **Motion carried.**

Public Comment/Introduction of Guests: Paula Gordos introduced Jeffrey Diver, the Executive Director of SELF, who would lead the Board training directly after the meeting.

Committee Reports:

- **Finance:** No report
- **Programs & Planning:** No report
- **Fundraising:**
 - **Dancing Under the Stars Updates:** Carrie informed the Board that we received an additional \$3,000 for DUTS, bringing the total to \$65,902 to be split between Lifeline and Signature Health. She reminded the Board that Christina Corsi will co-chair DUTS 2023 with Leah Konopka Hartmann from Lakeland. She stated that planning for the event is already in motion, and we are in the process of signing a venue contract with LaMalfa and are attempting to secure contracts with the videographer and DJ. Casting will be the focus in January 2023. She encouraged Board members to save the date for Friday, August 4, at LaMalfa.
 - **Annual Campaign 2022-23 Kickoff:** Carrie informed the Board that the annual campaign would be postponed until mid-November because we haven't received updated lists from most of the Board. She stated the annual newsletter and campaign letters would go out in November, and she would have letters to sign at the November Board meeting. She reminded the Board about submitting their pledge cards, as well.
 - **By-laws & Membership:** Carrie informed the Board that Chris Tucci is interested in joining the Lifeline Board, but could not attend tonight. He plans to return for November's Board meeting.
 - **Human Resources:** Carrie gave a brief update to the Board regarding a personnel matter discussed at a prior meeting and stated that things were moving positively. She stated that the Guardian Program would undergo some restructuring, including the requirement of licensed staff to run the program and a minimalization of the volunteer piece to better serve client needs. She said that she and the court are working on developing workshops for partnering agencies to give them a better understanding of guardianship, our program specifically and its processes.
- **Executive Session: Personnel:** Christine Shoop made a motion to adjourn to Executive Session at 6:08 PM. Ryan McGinnis Seconded. Motion Carried. Staff members and guests were excused for the duration of the

session. Christine Shoop made a motion to return to regular session. Pam Gouldsberry seconded. **Regular session resumed at 6:23 PM.**

- **Executive Director Evaluation:** Christine Shoop made a motion to accept the written evaluation of the Executive Director as presented by the HR Committee. Brittany Sustar seconded. **Motion carried.**
- **Executive Director Salary Adjustment:** Pamela Gouldsberry made a motion to approve the HR Committee's recommendation for a merit increase of 4.75% for the Executive Director, to be retroactive to the review date of September 1, 2022. Christine Shoop seconded. **Motion carried.**
- **Ad Hoc Facilities Committee:** No report

Finance Reports: Carrie referred the Board to their packets for the September 2022 finance reports.

Directors Report:

- **Directors Updates:** Carrie updated that she's currently working on Lake Co. senior service levy proposals, which are due October 31. They currently fund our Guardian Program and 2-1-1. She'll have a more detailed update on those at the November Board meeting. Additionally, Lifeline was granted an additional \$25,000 through the OMHAS Community Transition Program, which funds our Reentry Program through the Lake County ADAMHS Board.

Program Report

- **ODMHAS—Quality Assurance Activities:** No report
- **Client Rights Activities/Grievances:** No report
- **Program Updates:** Carrie informed the Board that the Summer Crisis program closed out on October 15, that the first round of stimulus grants wrapped up on September 30, and that the Winter Crisis program starts November 1.

Old Business: No report

New Business: No report

General Board Discussion: No report

Adjournment: Matt Armand made a motion to adjourn at 6:26 PM. **Motion carried.**

Board Roles & Responsibilities Training with Jeff Diver, OCATO Consultant – Jeffrey Diver – 6:30 PM – 8:00 PM.