



Board of Directors Meeting Minutes

December 4, 2015

Board Members Present: Leeanne Briggs, Stacey Bailey, Sallie Broach, James Carter, Chris Crawford, April Dockery, Shawn Henderson, Carla Henry, Jon Miles, Laurie Pulver, Susanne Swanger, and Natalie Teague

Staff Present: Allison Jordan, Paulina Mendez, Barbara Norton, and Jason Reed

Susanne Swanger Calls the Meeting to Order at 8:35 a.m. - Quorum is Established

Mission Moment: Holiday Assistance

1) Assess and refine infrastructure to best implement our mission.

Barbara Norton, the Learning Center Coordinator, describes a typical day at the learning centers. The students receive a healthy snack, help with their homework time, and get to participating in an enrichment activity. Barbara also describes some of the activities that the children participate in the Summer Camp Program which include white water rafting, camping overnight, and some literacy activities. She invites the board to attend the holiday parties at the centers on December 17th.

Approval of Consent Agenda

Susanne states that the consent agenda item that the board will be voting on are the November Board Minutes. There is no discussion regarding the November Minutes. Susanne asks for a motion to approve the minutes. Chris Crawford makes a motion to pass the November Minutes, Natalie Teague seconds the motion, and the November Board Minutes are approved without additional discussion.

Board Development

Jon Miles states that that the February meeting will be the Board Retreat and that the board will be getting to know one another more, as well as, learn more about the organization. Jon Miles reminds the Board Development Committee of the Doodle Poll that was sent out.

2) Increase and diversify revenue sources to meet the mission of the organization and provide long term sustainability.

Finance Committee Report

The Finance Committee reports the October Financials.

Carla Henry reviews the financial dashboard and states that there have not been a lot of changes in key financial indicators. Carla reviews the statement of financial position and states that any differences in

cash flow is because of timing. She points out that there is a negative number for fundraising events and reminds the board that this was for Over the Edge. She also states that the training and education line item is up because we're waiting to be reimbursed and also some of the training for Americorps has fallen differently this year. Allison Jordan reminds the board that AmeriCorps numbers this year will consistently run lower because we have less members than we normally do. Carla states that we are doing well according to our budget.

Allison states that we are implementing the recommendations from the audit.

Susanne asks for a motion to approve the October Financials. James Carter makes a motion to approve the audit. Chris seconds the motion. The motion to approve the October Financials passes without additional discussion.

Resource Development Committee Report Staff Giving/Board Menu Reminder/Board Giving

Susanne encourages board members that have not given to make their initial contribution. She reminds the board that the organization has 100% staff giving and asks that the board do the same. Susanne reminds the board to complete their board menus if they have not done so.

Omni Grove Park Inn Gingerbread Parking

Allison reminds the board that we will be the Omni Grove Park Inn's Gingerbread parking recipients from December 23rd – January 3rd. She states that gifts have ranged from \$6,000 - \$12,000 in the past.

Executive Director Update Dashboard

Allison presents and reviews the dashboard and gives an annual plan update.

She states that everything is moving forward positively and she states that CIS is moving from a 2 tier model to a 3 tier model. Allison states that we are in the process of hiring a new staff member at Estes and the hope is to do some more fundraising and make that position full time.

Meeting with United Way

Allison states that the United Way is doing their advocacy funding a little bit differently than they have in the past. Instead of going through the grant process, they're going to be contracting with us specifically to do the grant work. She states that it's not different work than we've done in the past, it's a continuation of the work that has been happening.

Other

Jon asks about Over the Edge. Allison states that the window is now closed but that once the Hyatt is finished being built, we might be able to revisit this in 8-10 months.

Mission Moment: Santa's Workshop

The board works together to put bikes donated by Leeanne Briggs together for the Holiday Assistance Program.

Review Board Commitment

- Shopped for kids' holiday gifts, picked up gifts at the bank and delivered to FRCE
- Made a donation, wrote thank you notes, attended Exec Meeting, and sponsored a child for the Holiday Assistance Program

Susanne adjourns the meeting at 9:25 a.m.