

LIFELINE CONNECTIONS
BOARD OF DIRECTORS MEETING
July 25, 2019
Center for Community Health
Second Floor, County Conference Room A

Members Present: Matt Lee, Ginger Schmidt, David Artz, Brian MacKenzie, Rusty Williams, Harry White, & Edie Blakley

Members Absent: Kasandra Early & Bob Poole

Staff Present: Jared Sanford, Jessica Hall, Chelsea House, & Krysta Pennington

The meeting was called to order at 4:56pm.

PRESIDENT/CHAIR TOPICS

Discuss August BOD Meeting: Jared noted that he will be out on the 22nd. It has been decided that the August Board meeting will be canceled.

CONSENT AGENDA

David motioned to approve the consent agenda, which was seconded. This was then approved by the Full Board.

FUND DEVELOPMENT COMMITTEE

Fundraising Info: Chelsea noted that we will be having another ice cream social in the courtyard to promote Give More 24. The theme for this year is “BeCause”, which is being marketed by having staff and alumni give statements and testimonials to post on social media. We are hoping to raise \$5,000 and focus on peer-to-peer fundraising. The goal is to have 100% Board participation this year through peer-to-peer, community partnerships & outreach, and/or attending the ice cream event. Chelsea will be sending out an email invitation to the Board members tomorrow. Ginger mentioned that we might want to look at a Board match for funds raised.

FINANCE & BUDGET COMMITTEE

May 2019: The month of May was strong, with \$237,331 in net income and a year to date of \$2,126,638. Additional staffing and travel has increased the monthly costs, and expenses were higher due to finalizing the last of the Women’s Center. Ginger motioned to approve the May 2019 financials, which was seconded. This was then approved by the Full Board.

PERSONNEL COMMITTEE

Bellingham clinical positions have had changes in rates after wage and market analysis. It has been asked of Jessica to do an analysis for CEO positions. We will be holding and designing a leadership retreat for management and executive members every year in order to provide them additional resources and training. There was an application for sabbatical leave, which has been approved for a nine week period. Entry level and mid-range positions are going to be evaluated to prepare for the January 1st 2020 minimum wage increase. This will affect approximately 15-20 positions.

QA COMMITTEE

New Committee Chair: As Brian is stepping down, a new committee chair will need to be chosen. Harry noted that he would be willing to fill the position.

NEW BUSINESS

Employee Handbook Update: Jessica Hall presented the August 1st employee handbook updates. It was noted that the handbook will be reduced in size in the near future to be more user friendly. Changes that were made were the increase of tuition reimbursement to be up to \$2,000 annually, updated social media & networking policies to include more current platforms, and the new \$2,000 first time home buyer's assistance.

OTHER DISCUSSION

Rusty noted that we may want to look into creating a scholarship for a counseling program. Jared will reach out to contacts at Clark College for additional information and will bring back what he finds to the Board.

The meeting was adjourned 5:56pm
Respectfully Submitted, Krysta Pennington

Kasandra Early - Secretary
Board of Directors
Lifeline Connections