

Board of Directors' Meeting Minutes Martin House Wednesday January 16, 2019 at Martin House

The meeting was called to order at 5:45 pm by Keith Lee

Present: Robert Fusari, Keith Lee, Gayle O'Neill, Marilyn St.Onge, Matthew Lisee , Ornet Hines, Theresa Madonna, Nancy Roberts

Excused: Debbie Eskra, Louise Summa, Mike Bennett

Staff: Executive Director Paula Oberg

Guest: Kathy Allen

Minutes: There are no minutes from our last meeting.

President's Report: In Deb's absence Keith agreed to email everyone asking Board members to update their current contact information and circulate the information to board members and Paula will update and circulate the subcommittee lists.

Executive Director's Report: Paula Oberg

1. Update on the project to renovate the bathrooms and the upcoming grant for some of this work.
2. Snowflake dinner fundraiser is going well but sponsorships and ticket sales are needed. Paula asked each board member to either be a sponsor or get a sponsorship if they can and members were asked to purchase tickets and attend the event to show their support.

Committee Reports:

Finance Report: Gayle O'Neil

Finance report was reviewed and discussed. Motion was made by Bob Fusari and seconded by Matt Lisee to accept the report as presented; motion carried.

Investment Committee: Robert Fusari

Review of 2018 portfolio performance. Between now and the next meeting the finance committee will review the cash flow statement to recommend whether funds from operating accounts should be transferred into investments. In regards to investment account, motion made by Bob Fusari to transfer \$50,000 from the liquid portion of our portfolio into a 1 year CD within the portfolio to benefit from the higher interest rate. Motion was seconded by Marilyn St. Onge and motion carried.

Development Committee: Theresa Madonna and Keith Lee

Nothing to report other than the snowflake dinner plans; committee to meet prior to our next board meeting.

Board Development & Succession Planning Committee and Personnel Committee: Theresa Madonna

The report of these two committees was given as one report because their work in some areas is overlapping.

The committee is recommending that the February board meeting be a board retreat addressing four areas that the committees have been working on:

1. Company vacation policy
2. Explore possibility of a governance committee
3. Succession planning....review and recommendations
4. Recruitment of new board members – processes and procedures

Rather than make recommendations in these areas to the full board, the committees are asking for a board retreat to get input on these topics from all board members.

Three Rivers Community College has graciously agreed to allow us to use one of their meeting rooms for this purpose at 5:30 on Feb. 20th.

Facilities: No report

Old Business:

New Business:

Discussion of exploration of a possible second location for a Martin House program in the Middletown area. Bob Fusari and Paula Oberg will meet to look at the facility and report back to the board.

Adjournment:

The meeting was adjourned at 6:50 PM

Respectfully submitted,

Theresa Madonna