

BOARD OF DIRECTORS MEETING

217 South Salina Street, 2nd Floor, Syracuse, NY 13202

Monday, April 24th, 2017

MEMBERS PRESENT: David A. Scharoun, Eric J.T. Caballero, Judge James H. Cecile (Development Chair), Shirley Copes (Planning Chair), Paula Freedman, Elizabeth Hakanson, Steven Hodgens, Emma Johnston (Emeritus), Pastor Phyllis Lee-Williams (EEO/Personnel Chair), Edward Perry, Erich W. Shafer, Robert T. Tackman (Finance Chair), Patricia Usherwood, Jay VanNostrand, Jason J. Wallace

MEMBERS EXCUSED: Tonia L. Thornton

MEMBERS ABSENT: Hon. Nicholas J. DeMartino

STAFF PRESENT: Joseph O'Hara, Carolyn Brown, Catherine Green, Nancy Turo, Jamie Colucci

GUEST PRESENT: Justine Bell

CALL TO ORDER:

The Board of Directors meeting was called to order by President Scharoun at 4:45pm.

ROLL CALL:

President Scharoun noted for the record that a quorum was present, and that Ms. Freedman and Mr. Shafer were participating via telephone.

MOMENT OF SILENCE:

Board members observed a moment of silence.

APPROVAL OF MINUTES:

*The President requested a motion to approve the March Board Meeting minutes;
Judge James Cecile moved to approve the March Board Meeting minutes;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously.*

PRESIDENT'S REPORT:

President Scharoun announced that Ms. Underwood was recently married and offered congratulations.

President Scharoun reported that CFO Kathleen O'Brien was unable to attend due to a medical absence, and that Controller Nancy Turo was present in her stead to review the financial statistics.

FINANCE COMMITTEE REPORT:

Chair Robert Tackman reported that the committee reviewed the monthly financial statistics for March and discussed preparations for the annual audit. He then asked Ms. Turo to present the monthly financial statistics.

Ms. Turo reported that the net surplus before depreciation is \$9,413 versus the annual budget of \$3,380, and that the current ratio of assets over liabilities is 130.38%, and noted how much of the change in net assets was due to normal operations. She also reviewed the breakdown of the net surplus, and reported that the line of credit is at zero as of March 31st, and discussed the estimated savings under the Captive Health Insurance Plan.

***The President requested a motion to accept the Finance Committee report;
Pastor Phyllis Lee-Williams moved to accept the Finance Committee report;
Ms. Shirley Copes seconded the motion;
The motion carried unanimously.***

DEVELOPMENT COMMITTEE REPORT:

Chair James Cecile reported that the Development Committee is looking into whether to have Mr. Tackman reclassified from the low-income sector to the elected official sector. He also reported that the committee will review the Board by-laws at its May meeting, and will bring any proposed revisions to the May Board meeting.

***The President requested a motion to accept the Development Committee report;
Mr. Robert Tackman moved to accept the Development Committee report;
Ms. Paula Freedman seconded the motion;
The motion carried unanimously.***

EEO/PERSONNEL COMMITTEE REPORT:

The EEO/Personnel Committee did not meet in April due to lack of quorum.

PLANNING COMMITTEE REPORT:

The Planning Committee did not meet in April due to lack of quorum.

EXECUTIVE DIRECTOR'S REPORT:

Mr. O'Hara reported on a March 30th meeting with the Dunbar Association. He reported that they are continuing to make progress financially, and that the agency is considering moving the Big Brothers Big Sisters program to that center.

Mr. O'Hara reported that ESF students volunteered to plant the community garden at the Southside Family Resource Center for Earth Day, April 22nd.

Mr. O'Hara reported on the EITC Volunteers Recognition celebration at Casa DiCopani on April 23rd. He also reported that while the EITC program had a good season overall, the new software slowed its operations, resulting in about 1,700 returns completed.

Mr. O'Hara invited Board members to attend the Action Leadership project presentations wrapping up the Road to Excellence staff development program on May 24th from 3:00 to 5:00pm at the Eric Mower offices.

Mr. O'Hara reported on cuts to United Way funding.

Mr. O'Hara gave an update on the potential sale of the building at 811 East Washington Street. He reported that the buyer offered \$1 million with 12 months free rent, paying the broker fees, and allowing the agency to sell "as is", and that the agency made a counter-offer of \$1.5 million.

Mr. O'Hara reported that recently at the Merrick site, chicken brought to two classrooms to be served for lunch was found to be undercooked prior to being served, and that the parents or guardians were notified.

In response to a question from Judge Cecile, Mr. O'Hara stated that no cuts pertaining to HS/EHS or CSBG funding are expected during the current budget year.

CENTER REPORTS:

Ms. Johnston reported on the new food pantry and community garden at the Southside Family Resource Center.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

As there was no other business, the President requested a motion to adjourn the April 24th, 2017, Board meeting;

Mr. Robert Tackman moved to adjourn the April 24th, 2017, Board meeting;

Ms. Shirley Copes seconded the motion;

The motion was unanimously approved.

The April 24th, 2017, Board Meeting adjourned at 5:10 pm.

