

BOARD OF DIRECTORS MEETING

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

Monday, May 22nd, 2017

MEMBERS PRESENT: David A. Scharoun, Eric J.T. Caballero, Judge James H. Cecile (Development Chair), Shirley Copes (Planning Chair), Hon. Nicholas J. DeMartino, Paula Freedman (via telephone), Elizabeth Hakanson, Steven Hodgens, Emma Johnston (Emeritus), Edward Perry, Erich W. Shafer, Robert T. Tackman (Finance Chair), Tonia L. Thornton, Jason J. Wallace

MEMBERS EXCUSED: Patricia Usherwood, Jay VanNostrand

MEMBERS ABSENT: Pastor Phyllis Lee-Williams (EEO/Personnel Chair)

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

CALL TO ORDER:

The Board of Directors meeting was called to order by President Scharoun at 4:49pm.

ROLL CALL:

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

MOMENT OF SILENCE:

Board members observed a moment of silence.

APPROVAL OF MINUTES:

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

PRESIDENT'S REPORT:

President Scharoun reported that the Finance committee met with the auditors to review the annual audit report, which was a very good report marking the 10th consecutive year for PEACE, Inc. to be designated as a low-risk auditee. President Scharoun offered congratulations to Mr. O'Hara, CFO Kathleen O'Brien, Controller Nancy Turo and all of the fiscal staff.

President Scharoun noted that the annual audit report will be reviewed and voted on at the Annual Board meeting in June, and that PEACE, Inc. being designated as a low-risk auditee is the "gold standard".

FINANCE COMMITTEE REPORT:

Chair Robert Tackman reported that the annual audit reported no findings.

Ms. Turo reported that the annual audit marked the 12th consecutive year in which no findings or material weaknesses or significant deficiencies were reported, as well as the 10th consecutive year for the agency to be designated as a low-risk auditee. She noted that this will be advantageous for the agency when seeking funding.

Ms. Turo also noted that the 990 form will be presented at the next monthly Finance Committee meeting for approval.

***The President requested a motion to accept the Finance Committee report;
Judge James Cecile moved to accept the Finance Committee report;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously.***

DEVELOPMENT COMMITTEE REPORT:

Chair James Cecile reported that the Development Committee is continuing its annual review of the Board by-laws.

Judge Cecile reported that the committee discussed with Mr. O'Hara the planned relocation of the County East Family Resource Center to the East Syracuse Village Hall in September 2017.

***The President requested a motion to accept the Development Committee report;
Mr. Eric Caballero moved to accept the Development Committee report;
Ms. Tonia Thornton seconded the motion;
The motion carried unanimously.***

PLANNING COMMITTEE REPORT:

Chair Shirley Copes reported that HS/EHS Child Development and Health Services Manager Holly Hastings presented the Teaching Strategies GOLD Snapshot Report for Winter 2016-2017, the Teaching Strategies GOLD Growth Report for Fall/Winter 2016-2017, and the federal Classroom Assessment Scoring System 2016 aggregate results. The child outcomes data indicated some improvement due to further teacher training, and that our program met or exceeded standards in each of the domains. Changes to the federal scoring system were also reviewed.

Ms. Copes reported that Carolyn Brown presented an update on the strategic plan, noting that the Community Needs Assessment has been updated. Ms. Copes reported that Ms. Brown recommended extending the current strategic plan until December 2017, to take advantage of program director training

on new data-assessment software beginning in June 2017. Ms. Copes reported that the recommendation to extend the strategic plan was unanimously approved by the committee.

***The President requested a motion to extend the strategic plan to December 2017;
Ms. Elizabeth Hakanson moved to extend the strategic plan to December 2017;
Ms. Shirley Copes seconded the motion;
The motion carried unanimously.***

***The President requested a motion to accept the Planning Committee report;
Judge James Cecile moved to accept the Planning Committee report;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously.***

EEO/PERSONNEL COMMITTEE REPORT:

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

EXECUTIVE DIRECTOR'S REPORT:

Mr. O'Hara reported on a vehicle accident in which a Head Start / Early Head Start van was totaled. He noted that no one was injured.

Mr. O'Hara asked for a budget amendment in order to purchase a replacement van this year: \$12,000 from the HS/EHS budget will be used to complement the remaining \$10,700 from insurance.

***The President requested a motion to approve the \$12,000 HS/EHS budget amendment;
Mr. Robert Tackman moved to approve the \$12,000 HS/EHS budget amendment;
Ms. Shirley Copes seconded the motion;
The motion carried unanimously.***

Mr. O'Hara reported that the reauthorization is due for agency signers for CSBG funds. As there are no changes from 2016, the signers continued to be Joseph O'Hara, Kathleen O'Brien, Nancy Turo, Sandra Williamson, and Mary Beth Welch.

***The President requested a motion to approve the reauthorization of CSBD signatories;
Ms. Shirley Copes moved to approve the reauthorization of CSBD signatories;
Mr. Erich Shafer seconded the motion;
The motion carried unanimously.***

Mr. O'Hara reported that Senator Gillibrand's staff visited the Merrick site on April 26th to view the Head Start / Early Head Start and Foster Grandparent programs.

Mr. O'Hara reported that the Foster Grandparent program held its annual Volunteer Recognition Luncheon at the University Sheraton on May 18th. He noted that this year is also the 20th anniversary at PEACE, Inc. for program director Beth O'Hara, and that during the past twelve months there have been a record number of Foster Grandparents participating, totaling 183.

Mr. O'Hara reported that the Big Brothers Big Sisters fishing derby was held at Shove Park in Camillus on May 20th.

Mr. O'Hara reported that the Big Brothers Big Sisters annual Volunteer Appreciation Dinner will be held at Drumlins on May 25th.

Mr. O'Hara reported that the DeFrancisco Community Center held its Senior of the Year Award Luncheon honoring Shirley Merritt on May 22nd.

Mr. O'Hara reported that the HS/EHS Policy Council will hold its annual luncheon at Dominick's on June 7th at 11:30am, and that all Board members are invited to attend.

Mr. O'Hara reported that this year's Champions of Diversity event will be a kickoff for a series of events and initiatives celebrating PEACE, Inc.'s 50th anniversary, including himself reading 50 books to HS/EHS youngsters during the anniversary year.

Mr. O'Hara reported that no funding cuts are expected during the current fiscal year for any PEACE, Inc. programs.

Mr. O'Hara reported that the Annual Board Meeting will be held at Dinosaur Bar-B-Q on June 26th at 4:00pm.

CENTER REPORTS:

None.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT:

As there was no other business:

The President requested a motion to adjourn the May 22nd, 2017, Board meeting;

Mr. Robert Tackman moved to adjourn the May 22nd, 2017, Board meeting;

Ms. Tonia Thornton seconded the motion;

The motion was unanimously approved.

The May 22nd, 2017, Board Meeting adjourned at 5:15 pm.