

BOARD OF DIRECTORS MEETING

217 South Salina Street, Syracuse

Monday, February 25th, 2019

MEMBERS PRESENT: David A. Scharoun, Eric Caballero, Nicholas DeMartino, Paula Freedman (via telephone), Elizabeth Hakanson, Scott LeClair (via telephone), Pastor Phyllis Lee-Williams (EEO/Personnel Chair), Edward Perry, Erich Shafer (via telephone), Robert Tackman (Finance Chair)

MEMBERS EXCUSED: Judge James Cecile (Development Chair), Xander Hope, Tonia Thornton, Patricia Usherwood, Jason Wallace

MEMBERS ABSENT: Shirley Copes (Planning Chair), Steven Hodgens

STAFF PRESENT: Joseph O'Hara, Carolyn Brown, Todd Goehle, Catherine Green Harris, Katherine O'Brien, Sharon Thompson, 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 a quorum was present.

MOMENT OF SILENCE:

Board members observed a moment of silence.

APPROVAL OF JANUARY MINUTES:

***The President requested a motion to approve the January Board Meeting minutes;
Mr. Edward Perry moved to approve the January Board Meeting minutes;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously.***

PRESIDENT'S REPORT:

President Scharoun reported that the agency signed a software agreement with the BBBS national office.

President Scharoun introduced the agency's new Development Director, Todd Goehly.

FINANCE COMMITTEE REPORT:

Chair Robert Tackman asked Mr. Eric Caballero to present the minutes of the monthly committee meeting. Mr. Caballero asked CFO Kathleen O'Brien to review the monthly financial statement.

Ms. O'Brien reported that the net income before depreciation as of January 31st is \$460,109 versus the year-to-date budget of \$41,429, noting that this is the first close for the fiscal year and is therefore subject to revision. She also reported that the current ratio of assets over liabilities is 128.19%, the Capital Improvement/Repair account has a current balance of \$431,728, and the captive health savings has achieved \$3,717,000 in savings.

Ms. O'Brien reported that the line of credit balance was \$0 at the end of January. She added that two new credit card accounts have been set up with Key Bank to replace the two previous accounts there, to take advantage of enhanced benefits.

Ms. O'Brien reported that preparations for the annual audit are proceeding smoothly. Mr. Caballero added that there will be revisions to the format of the audit report narrative as per new regulations, but that these revisions will not affect any calculations.

***The President requested a motion to accept the Finance Committee report;
Pastor Phyllis Lee-Williams moved to accept the Finance Committee report;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously.***

DEVELOPMENT COMMITTEE REPORT:

President Scharoun asked Mr. Nicholas DeMartino to present the minutes of the monthly committee meeting. Mr. DeMartino reported that the committee interviewed and unanimously approved Dr. Julie White, Senior VP for Community Engagement at OCC, for Board membership.

Mr. DeMartino also reported that he was unanimously recommended for re-appointment to a new three-year term with the Board.

***President Scharoun moved to approve the re-appointment of Mr. DeMartino to a new three-year term as a Board member;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously.***

It was noted as a revision for the record that the adjournment of the February 2019 Development Committee meeting took place at 5:26pm.

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

EEO/PERSONNEL COMMITTEE REPORT:

The February committee meeting was cancelled because there were no action items or presentations.

PLANNING COMMITTEE REPORT:

The February committee meeting was cancelled because there were no action items or presentations.

EXECUTIVE DIRECTOR'S REPORT:

Mr. O'Hara discussed the recent annual Board Retreat, and noted the presentations by County Executive Ryan McMahan and magician/lawyer Mike Hirab.

Mr. O'Hara reported that the captive health insurance savings have provided for a 25% reduction in employee premiums, and may allow for an additional reduction this year of up to 25%.

Mr. O'Hara reported that the Rockwell Elementary School in Nedrow intends to reclaim the rooms being used for a Head Start classroom, which will necessitate identifying a new location for the next school year. Mr. O'Hara reported that a space is being considered at the Dunbar Center, where Carla Green recently became the new Executive Director.

Mr. O'Hara reported that DEHS Director Sally Ward will be honored with an M&T Bank Nonprofits 2019 Award as a Community Impact Leader, on March 27th at the Holiday Inn in Liverpool.

Mr. O'Hara reviewed Phase Two of the Capital Improvement Plan for the Eastside FRC funded by the Welch Allyn Foundation, which will include new windows, ADA-compliant restrooms, and HVAC upgrades).

Mr. O'Hara reviewed the Capital Improvement Plan and expansion for the Southside FRC, which will include repaving the driveway and parking lot, repairing the roof and installing new gutters, and enlarging the garden. Mr. O'Hara noted that there may be a partnership with ESF to provide some landscaping services.

Mr. O'Hara announced that the County West FRC will hold a fundraiser on May 3rd at the Fireside Inn with a 60's theme: "Give PEACE a Chance!" He encouraged Board members to attend, and Ms. Thompson distributed flyers advertising the event.

Mr. O'Hara reported that the agency was awarded an Opportunity Youth Career Exploration and Access Grant of \$240,484 from the NYS Department of Labor. He reported that this 18-month grant provides for female students at SCSD ages 14 to 19 to develop leadership and business skills through internship and volunteer opportunities, with the option that they become youth mentors after graduation.

CENTER REPORTS:

Monthly program updates for Big Brothers Big Sisters, Family Resource Centers, Senior Services, and Head Start / Early Head Start were distributed to all Board members in meeting packets for their review.

OLD BUSINESS:

None.

NEW BUSINESS:

Ms. Thompson announced that the annual BBBS Bowl For Kids' Sake fundraiser is taking place on March 31st, and she distributed pledge sheets for the event.

ADJOURNMENT:

The President requested a motion to adjourn the February 25th, 2019, Board meeting;

Mr. Edward Perry moved to adjourn the February 25th, 2019, Board meeting;

Pastor Phyllis Lee-Williams seconded the motion;

The motion carried unanimously.

The February 25th, 2019, Board Meeting adjourned at 5:15pm.