

BOARD OF DIRECTORS MEETING

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

4:45pm

Monday, April 28th, 2014

MEMBERS PRESENT: David A. Scharoun, Richard Baker, Judge James Cecile (Development Chair), Rachel Galusha, Elizabeth Hakanson, Dwight Hicks (Finance Chair), Steven Hodgens, Emma Johnston (Emeritus), Fatriyah Jones, Pastor Phyllis Lee-Williams (EEO/Personnel Chair), Gary Russell, Erich Shafer, Rick Shafer, Tonia Thornton, Jason Wallace

MEMBERS EXCUSED: Debbie Brown, George Chapman, Shirley Copes (Planning Chair), Robert Tackman

STAFF PRESENT: Joseph O'Hara, Carolyn Brown, Catherine Green, Kathleen O'Brien, Jamie Colucci

CALL TO ORDER:

The Board of Directors meeting was called to order by President Scharoun at 4:50pm.

ROLL CALL:

President Scharoun noted for the record that a quorum was present.

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. Erich Shafer seconded the motion;
The motion carried unanimously*

PRESIDENT'S REPORT:

President Scharoun reported that Ms. Debbie Brown will be contacted to inquire as to whether she intends to return to her active status as a Board member.

DEVELOPMENT COMMITTEE REPORT:

Chair James Cecile reported that the committee discussed the status of Ms. Debbie Brown. He also reported that a letter was received from Judge Joseph Fahey to recommend the reappointment of David Scharoun to a new three-year term on the Board.

***The President requested a motion to approve the reappointment of David Scharoun;
Judge James Cecile moved to approve the reappointment of David Scharoun;
Pastor Phyllis Lee-Williams seconded the motion;
The motion carried unanimously***

President Scharoun informed the Board that Mr. Steve Hodgens was appointed to serve on the EEO/Personnel Committee.

***The President requested a motion to accept the Development Committee report;
Ms. Fatriyah Jones moved to accept the Development Committee report;
Mr. Gary Russell seconded the motion;
The motion carried unanimously***

APPROVAL OF HS/EHS COST OF LIVING ADJUSTMENT:

Mr. O'Hara reported that the federal government has announced that funds will be made available to provide a 1.3% Cost of Living Adjustment to Head Start / Early Head Start staff. He noted that this adjustment would be made retroactive to February 1, 2014, and that it was approved by the HS/EHS Policy Council.

***The President requested a motion to approve the 1.7% HS/EHS Cost of Living Adjustment;
Mr. Dwight Hicks moved to approve the 1.7% HS/EHS Cost of Living Adjustment;
Mr. Richard Baker seconded the motion;
The motion carried unanimously***

Mr. O'Hara reported that he has met with senior staff to discuss how a separate cost of living adjustment might be made for non-HS/EHS agency staff in good standing.

FINANCE COMMITTEE REPORT:

Chair Dwight Hicks asked CFO Kathleen O'Brien to review the March financial statements. Ms. O'Brien reported that the net surplus before depreciation is \$58,086 vs. the year-to-date budget of (\$6,139), and that the current ratio of assets over liabilities is 188.14%. She also reported that the line of credit balance is zero, and that the Weatherization fee-for-service program had a net income of \$4,604 at the end of March.

Mr. Hicks reported that Ms. O'Brien gave a presentation to the Finance Committee defining the classifications of Net Assets and explaining how they are presented in the financial statements. He also acknowledged President Scharoun's regular presence at the Finance Committee meetings.

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

PLANNING COMMITTEE REPORT:

President Scharoun asked Ms. Paula Freedman to give the report for the Planning Committee. Ms. Freedman reported that the committee discussed the process by which the Board would receive updates about the implementation of the 2014 – 2017 Strategic Plan.

***The President requested a motion to accept the Planning Committee report;
Pastor Phyllis Lee-Williams moved to accept the Planning Committee report;
Mr. Dwight Hicks seconded the motion;
The motion carried unanimously***

EEO/PERSONNEL COMMITTEE REPORT:

The March Planning Committee meeting was cancelled due to lack of a quorum.

EXECUTIVE DIRECTOR'S REPORT:

Mr. O'Hara reported that the 2014 EITC program resulted in the completion of 2,943 tax returns and tax refunds totaling \$3,708,914. He noted that these amounts were slightly lower than the previous year, possibly because some former participants had been taught to complete their own tax returns.

Mr. O'Hara also reported that an appreciation luncheon for the EITC volunteers was held on April 26 at Dinosaur Bar-B-Q.

Mr. O'Hara reported that in response to requests from supervisors for more development opportunities, leadership training sessions may be implemented in conjunction with the Gifford Foundation.

Mr. O'Hara noted that the annual BBBS Volunteer Appreciation Dinner will be held on May 1 at Drumlins.

Mr. O'Hara noted that the annual Foster Grandparent Program Volunteer Recognition Luncheon will be held on May 13 at Sheraton Hotel.

Mr. O'Hara reported that our program analyst from the Department of State will be conducting site visits on May 6, in preparation for the three-year CSBG review which will take place later this year.

Mr. O'Hara reported that Mayor Miner's stadium task force will hold their next meeting on May 1, with a consultant present from New York City to represent the stadium feasibility study.

Mr. O'Hara reported that during the 2014 – 2017 United Way funding cycle, PEACE, Inc. will receive \$152,808 per year, which is a \$50,904 per year increase over the previous funding cycle.

Mr. O'Hara reported that in celebration of the 50-year anniversary of community action programs, an event will be held at the Southside Family Resource Center on May 28 showcasing PEACE, Inc. programs and services.

In response to a question from Mr. Dwight Hicks, Mr. O'Hara reported that the most recent "Jo with Joe" session with staff was well received.

CENTER REPORTS:

President Scharoun reported that a fundraiser for Westside Family Resource Center youth projects will be held on May 10 at the Crowne Plaza Hotel.

NEW BUSINESS:

Ms. Tonia Thornton reported that the Onondaga County Citizens' League has released its "Thrive By Five" report, which calls for more early childhood education resources in Central New York.

Mr. Rick Shafer reported that a committee has convened to plan the next annual Champions of Diversity event.

OLD BUSINESS:

None.

COMMUNITY CONCERNS:

None.

ADJOURNMENT:

The President requested a motion to adjourn the April 28th, 2014, Board meeting;

Ms. Rachel Galusha moved to adjourn the April 28th, 2014, Board meeting;

Mr. Jason Wallace seconded the motion;

The motion carried unanimously

The April 28th, 2014, Board Meeting adjourned at 5:29pm.