

BOARD OF DIRECTORS MEETING

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

4:45pm

Monday, May 20th, 2013

MEMBERS PRESENT: David A. Scharoun, Richard Baker, Judge James Cecile (Development Chair), Beatrice Cook, Shirley Copes (Planning Chair), Paula Freedman, Elizabeth Hakanson, Dwight Hicks (Finance Chair), Emma Johnston (Emeritus), Pastor Phyllis Lee-Williams (EEO/Personnel Chair), Carrie Roseamelia, Gary Russell, Robert Tackman, Jason Wallace

MEMBERS EXCUSED: Debbie Brown, George Chapman, Rachel Galusha, Erica Hilton, Erich Shafer, Rick Shafer, Tonia Thornton

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 4:45pm.

MOMENT OF SILENCE:

Board members observed a moment of silence. President Scharoun asked that those present keep in their thoughts Debbie Brown's father who is in intensive care.

ROLL CALL:

President Scharoun noted for the record that a quorum was not yet present.

CENTER REPORTS:

Ms. Cook reported that the Eastside FRC will host an outing to a play and after-party for their seniors.

PRESIDENT'S REPORT:

President Scharoun noted that with late arrivals there was a quorum of Board members for the meeting. He reported that the Executive Committee conducted the Executive Director's annual review on May 15th, to be reviewed with the full Board in an executive session at the end of the meeting.

APPROVAL OF MINUTES:

***The President requested a motion to approve the April Board Meeting minutes;
Mr. Jason Wallace moved to approve the April Board Meeting minutes;
Pastor Phyllis Lee-Williams seconded the motion;
The motion carried unanimously***

FINANCE COMMITTEE REPORT:

Chair Dwight Hicks announced that the May Finance Committee meeting will be held on the 23rd, at which time the annual audit report will be available for review and discussion. He then asked CFO Kathleen O'Brien to review the April financial statements.

Ms. O'Brien reported that the net deficit before depreciation is \$20,601 vs. the year-to-date budget of \$71,233. She noted that the major component of this loss before depreciation is a result of HCR indirect costs being higher than allowed by the grantor, and some fee-for-service on-site work which was not reimbursed by the grantor.

Ms. O'Brien also noted that the line of credit balance was zero, and that the current ratio is 147.91%.

***The President requested a motion to accept the Finance Committee report;
Ms. Paula Freedman moved to accept the Finance Committee report;
Mr. Richard Baker seconded the motion;
The motion carried unanimously***

EEO/PERSONNEL COMMITTEE REPORT:

Chair Phyllis Lee-Williams reported that Human Resources Director Catherine Green briefed the committee on the potential impacts of the ongoing implementation of the Affordable Care Act and the proposed increase to the NYS minimum wage.

Pastor Lee-Williams reported that the committee was updated by Mr. O'Hara on the HS/EHS budget reduction proposal that was submitted to the Regional Office to accommodate an expected funding cut of 5.27%. Mr. O'Hara also updated the committee on the final plans to manage the CSBG and Energy & Housing budget cuts.

Pastor Lee-Williams reported that the committee also reviewed a summary of recent hires and vacancies.

***The President requested a motion to accept the EEO/Personnel Committee report;
Mr. Gary Russell moved to accept the EEO/Personnel Committee report;
Ms. Beatrice Cook seconded the motion;
The motion carried unanimously***

PLANNING COMMITTEE REPORT:

Mr. Gary Russell reported that HS/EHS Program Improvement Coordinator Amy Gallagher and Child Development & Health Services Manager Holly Hastings presented a summary of the 2013-2016 HS/EHS Strategic Plan. He reported that the committee discussed the plan objectives and how they would be measured, as well as ideas for increasing parent involvement.

***The President requested a motion to approve the 2013-2016 HS/EHS Strategic Plan;
Mr. Gary Russell moved to approve the 2013-2016 HS/EHS Strategic Plan;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously***

Mr. Russell also reported that a \$52,000 grant award for the Westside FRC Green Porous Pavement project has been approved.

***The President requested a motion to accept the Planning Committee report;
Pastor Phyllis Lee-Williams moved to accept the Planning Committee report;
Ms. Beatrice Cook seconded the motion;
The motion carried unanimously***

EXECUTIVE DIRECTOR'S REPORT:

Mr. O'Hara outlined the budget proposals to accommodate funding reductions for HS/EHS, CSBG, and Weatherization programs. He reported that the reduction for HS/EHS was confirmed to be 5.27%, and that the Regional Office had approved our proposal.

DEVELOPMENT COMMITTEE REPORT:

Chair James Cecile reported that at its May 9th meeting the committee interviewed BBBS Advisory Council member Patrick Hillery as a candidate for Board membership.

Judge Cecile reported that the committee received letters recommending reappointments to the Board for Rachel Galusha from Key Bank and for Dwight Hicks from Remax Masters, and that both reappointments were unanimously approved by the committee.

***The President requested a motion to approve re-appointments of Ms. Galusha & Mr. Hicks;
Judge James Cecile moved to approve re-appointments of Ms. Galusha & Mr. Hicks;
Mr. Richard Baker seconded the motion;
The motion carried unanimously***

Judge Cecile reported that the committee discussed elections for Board Officers, which will take place at the Annual Board meeting on June 24th. He reported that there is a complete slate of un-contested nominees for all offices.

Judge Cecile reported that the committee is discussing with the NACs drafting one set of uniform by-laws for all NACs.

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

NEW BUSINESS:

None.

OLD BUSINESS:

None.

COMMUNITY CONCERNS:

None.

EXECUTIVE SESSION:

***The President requested a motion to enter into an executive session;
Mr. Jason Wallace moved to enter into an executive session;
Mr. Robert Tackman seconded the motion;
The motion carried unanimously
The Board entered into an executive session at 5:23pm.***

There was a discussion regarding the Executive Director's performance for the contract period for 2012 to 2013. The Board agreed unanimously that Mr. O'Hara's performance has been exceptional; and the Board agreed to extend his contract for another three-year period.

President Scharoun advised the Board that Mr. O'Hara had requested that he not be considered for a salary increase for the contract period of 2013 to 2014, due the anticipated staff reductions. The Board agreed that it would not be appropriate to increase the Executive Director's salary at this time; but wanted to note that this decision was based solely on the anticipated staff/budget reductions, and was not in any way influenced by Mr. O'Hara's performance review.

***The President requested a motion to extend Mr. O'Hara's contract for three years;
Mr. Gary Russell moved to extend Mr. O'Hara's contract for three years;
Ms. Shirley copes seconded the motion;
The motion carried unanimously***

***The President requested a motion to end the executive session;
Mr. Gary Russell moved to end the executive session;
Ms. Carrie Roseamelia seconded the motion;
The motion carried unanimously
The Board ended the executive session at 5:50pm.***

ADJOURNMENT:

***The President requested a motion to adjourn the May 20th, 2013 Board meeting;
Mr. Robert Tackman moved to adjourn the May 20th, 2013, Board meeting;
Mr. Gary Russell seconded the motion;
The motion carried unanimously
The May 20th, 2013, Board Meeting adjourned at 5:51pm.***