



**INC Board of Directors Meeting
January 21, 2020 – 5:30pm Arizona time
Fiat Administrative Offices
Conference Call No. 440-499-6003**

Meeting Minutes – January 21, 2020

Attendees:

Voting Members

X	Rena Cruse, Chair	X	Brenda Halpain, Treasurer (phone)	X	Amy Anderson-Vali, Secretary
X	Gerry Stenson, Vice Chair	X	Teresa Ribbe	X	Andrew Frawley (Phone)
X	Charles Jerzycke	X	John Scola	X	Karen Hostoffer (Phone)
	James Powell	X	Dr. Charles Armstrong	X	Lynn Gallet
X	Erin Alaimo	X	Ingrid Plumb		

Additional Attendees

X	Laura Magruder, CEO		Fr. Tim Seavey, Spiritual Director	X	Colleen Conley, Piper/Atlas R Consultant

Agenda Items:

Welcome and Opening Reflection	<ul style="list-style-type: none"> Amy opened with reflection
Welcome new board members	<ul style="list-style-type: none"> Board introduced themselves
Consent Agenda <ul style="list-style-type: none"> Minutes of Inc. Board Meeting 12/2/2019 CEO Report 	Motion to approve Consent Agenda: John Seconded: Gerry 13 In favor 0 Opposed 3 of the votes were done and confirmed by phone – Brenda, Karen, Andrew
Board Giving – Rena	<ul style="list-style-type: none"> In future meetings, Rena will give out an overview of the board giving year-to-date but did not do it this year as it is the first month of the year. Rena asked the board if we would be interested in sponsoring the 2020 Christmas events for staff. This would be approximately \$100 per board member. Motion to approve Board Sponsorship of Christmas Events for staff: Jerry

	<p>Seconded: Charles J 13 In favor 0 Opposed 0 Abstained</p> <p>3 of the votes were done and confirmed by phone – Brenda, Karen, Andrew</p>
ATLAS and Strategic Planning Update – Colleen	<ul style="list-style-type: none"> • Colleen gave an over of the when we did the strategic plan last year during the retreat including: <ul style="list-style-type: none"> ➤ Laura is doing on-going CEO coaching ➤ Communication systems ➤ New policy updates ➤ Program analysis ➤ Professional development for senior staff retreat ➤ Financial software changes ➤ Staff satisfaction and review of salaries ➤ Creating a balanced budget and ensuring staff understands the budget ➤ Board assessment and work on by-laws and work toward year two strategies
Development Update – Gerry	<ul style="list-style-type: none"> • Gerry explained to new board members that we are all responsible for fundraising, but he is taking the lead • He talked about Piper seminars on board involvement/fundraising • Gerry sent out an assessment asking for statements regarding why “Maggie’s Place”. He shared the results ask each board member to take the results, review them and “vote” for 6 of the statements. He will take that feedback and use it to create a tool to promote Maggie’s Place • Votes due by the Super Bowl (Feb 2, 2020)
Governance Update – John	<ul style="list-style-type: none"> • John shared that a few months ago that we began doing a board governance moment that now became a part of each meeting. • John asked board members to consider coming on the governance committee. He would like two additional members. • John introduced the board self-assessment, reviewed it and suggested we work through it later in the year like in Q3/4. • Discussion included, Ingrid’s suggestion of adding a question, “what would make you a more effective board meeting” and Gerry tying board effectiveness with fundraising.
Sign Conflict of Interest Policy	<ul style="list-style-type: none"> • Rena handed out the Conflict of Interest Policy Acknowledgment and ask everyone to complete before leaving tonight.

Board Business 6:12

Topic	Management Line	Board Line	Notes
2020 Budget Review – Brenda	Answer Questions	Review and Vote	<ul style="list-style-type: none"> • Brenda worked with the staff to work through a budget.

			<ul style="list-style-type: none"> • The Ohio budget includes an allocation from Arizona. • Andrew discussed Ohio budget and strategies to raise more money in 2020. • Discussion included questions regarding specific line items and strategies. • Brenda - \$135,000 line of credit will be paid off. <p>Motion to approve budget with correction of line 4270: <u>Amy</u> Seconded: <u>Charles J.</u> 13 In favor 0 Opposed 0 Abstained</p> <p>3 of the votes were done and confirmed by phone – <u>Brenda, Karen, Andrew</u></p>
2020 Board Activities <ul style="list-style-type: none"> • Strategic Planning • Open Discussion 	Discussion	Discuss and Vote	<ul style="list-style-type: none"> • Rena opened the meeting up to discussion around strategic planning. • Colleen reminded us that it was a 3-year plan, but only set goals for one year so suggested we may want to consider setting goals. • There was discussion around whether we do a retreat and what we include. Consensus was that we would do a retreat, including connecting with the mission and moms.

Adjourn 7:09