



INC Board of Directors Meeting
Sept 14, 2020 5:30 - 7:30 pm MST
Zoom

Meeting Minutes – September 14, 2020

Attendees:

Voting Members

X	Rena Cruse, Chair	X	Brenda Halpain, Treasurer	X	Amy Anderson-Vali, Secretary
X	Gerry Stenson, Vice Chair	X	Teresa Ribbe (dropped off at 6:43)	X	Lynn Gallet
X	Charles Jerzycke (phone)	X	John Scola (joined at 5:50)		
X	James Powell (phone)	X	Dr. Charles Armstrong		
X	Erin Alaimo (joined at 6:22)	X	Ingrid Plumb (phone)		

Additional Attendees

X	Laura Magruder, CEO		Colleen Conley, Piper/Atlas Consultant	X	Additional Guests - Allison Dozbaba and Brandy from WPD (990 presentation)
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Agenda Items:

Welcome and Opening Reflection	Opening reflection/prayer by Charles Jerzycke
Consent Agenda <ul style="list-style-type: none"> - Minutes of Inc. Board Meeting for July 2020 - CEO report - Financial Summary for 6/30/20 	Motion to approve Consent Agenda: Brenda Halpain Seconded: Lynn Gallet 10 In favor 0 Opposed 3 Vote done by phone – Charles J, Jim Powell and Ingrid Plumb
Governance Moment – Board Matrix <ul style="list-style-type: none"> a. Upcoming elections potential candidates process (November) b. Board recruitment (handout) 	This out of order as John arrived to the meeting late and provided the Governance Moment at the end of the meeting. 6:55 AZ time <ul style="list-style-type: none"> • John discussed the board source document. He emphasized the passion of the mission. He also discussed the need to address needs of the board including fundraising and diversity and the importance of recruiting to these needs. • Board members volunteered to team up on recruitment meetings for interested applicants. • Obstacles include multiple boards recruiting especially for diversity, balancing life during Covid and the financial commitment.
CEO Update	Laura provided information on the following:

	<ul style="list-style-type: none"> • Discussed org chart and division of duties to free up dollars for additional resources. Laura will replace the org chart with one that has names and titles instead of just titles. • Refreshing website • The staff is starting to plan for Christmas • Charles had questions on the financials. Laura provided answers including update on the SBA PPP.
Board Donation Update	Rena provided a board donation update.

Board Business 6:00

Topic	Management Line	Board Line	Notes
990 presented by Allison Dozbaba (WPD) and Brenda Halpain	Answer questions	Review and approve	<p>This was done out of order as we were ahead of schedule during the meeting and they weren't joining until 6:00. It was done after the ATLAS update.</p> <ul style="list-style-type: none"> • Allison walked us through the 990 • Brandy took us through the various schedules <p>Motion to accept the 990s: Brenda Halpain Seconded: Gerry Stenson 11 In favor 0 Opposed</p> <p>3 Votes done by phone – Charles J, Jim and Ingrid</p> <p>At the end of the meeting (7:12 AZ time) Laura advised there was a mistake in the 990. U.S. Bank's contribution was \$7500, not \$75,000.</p> <p>Motion to amend 990 to reflect correction in the amount of U.S. Bank's contribution from \$75,000 to \$7,500: Gerry Stenson Seconded: Amy Anderson-Vali 11 in favor 0 Opposed</p> <p>3 Votes done by phone – Charles J, Jim and Ingrid</p>
ATLAS Update- Laura, Rena and Gerry	Answer Question	Review	<p>This was done prior to the 990 presentation - 5:50 AZ time</p> <ul style="list-style-type: none"> • We have worked with ATLAS for 2 years. Last week the ATLAS team got together (Laura, Rena, Gerry) and did an evaluation. • Rena talked about the value and how using the lifecycle documents have helped us make decisions. We are also more strategic and have a more

			<p>cohesive board. We agreed on mission, vision and identity.</p> <ul style="list-style-type: none"> • Laura would like to have a board portal in the future. • Laura added that ATLAS has been a great resource to make the organization stronger enabling us to make it through Covid.
Strategic Plan Review	Answer Questions	Discussion	<p>Rena gave a high-level overview and the Laura discussed areas we are working on.</p> <ul style="list-style-type: none"> • Some staffing issues recently, but Laura is addressing through all staff meeting and promoting from within. • With restructure of team, Laura feels that she has moved salaries from 20% below fair market value to 5-10% below fair market value. • Working on Corp recruitment and seeing improvement. Went from recruiting AmeriCorps members that were theology majors to social work majors. This has really served us well this year.
Planning session and how to hold update meeting	Discussion	Discussion	<p>Rena suggested we do a virtual meeting on a Saturday to follow up on our last planning session. We discussed zoom options and tentatively will plan on October 24, 2020.</p>
Mission Statement - Laura	Discussion	Discussion/vote	<p>Laura discussed revisions to the mission statement as she doesn't believe our current mission statement describes what we do. She made a recommendation to revise the mission statement to tie in pregnancy, children and continuum of care. Discussion included the need to continue conversations of mission into a vision and the strategic plan.</p> <p>Motion to accept Laura's revision to the mission statement: Charles Jerzycke Seconded: John Scola 12 In favor 0 Opposed</p> <p>4 Votes done by phone – Charles J, Jim, Ingrid and Erin</p>
Board Self-Assessment	Discussion	Discussion	<p>Rena talked about using a board self-assessment as part of our October planning session. Lynn and Gerry offered to help.</p>
Additional items	NA	Discuss	<p>Articulation Statement - Gerry talked about the Articulation Statements. He had someone put it together. Things were worded slightly different and graphics were added.</p> <p>Motion to accept revisions to the Articulation Statement: Gerry Stenson Seconded: Lynn Gallet</p>

			11 In favor 0 Opposed 4 Votes done by phone – Charles J, Jim, Ingrid and Erin
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Adjourned 7:17 pm Arizona Time