

**Lamoille Family Center  
Board of Directors  
January 21, 2015  
5:00 - 7:00pm**

**Present:** Bryn Fisher, Sandy Paquette, Dot Reeve, John Duffy, Peter Peltz, Eileen Paus, Dan Regan ,  
Brenda Christie, Ronna Ziegel, Scott Johnson, Christie Leone

Minutes

1. Minutes of December 17, 2014 and January 6, 2015:

Ronna moved, Brenda seconded and the Board unanimously voted to approve the 12/17/14 minutes.

Brenda moved, Eileen seconded and the board unanimously voted to approve the 1/6/2015 minutes.

2. 2015 Conflict of Interest Policy:

Board members reviewed the policy and completed an acknowledgement and disclosure form.

3. Capital Campaign/Feasibility Study:

Scott shared Christine Graham's recommendation that the Board come to a decision regarding next steps within the quarter to ensure the feasibility study remains relevant. The Board agreed on a deadline of April 1<sup>st</sup> to make a decision about next steps.

In regard to the property, the Board discussed other potential properties in the community. Scott suggested that by the end of February, he could complete some initial research into the options.

a. Questions to be answered?

- Question of Scott continuing in current role: Dan - the idea of transitioning into a campaign manager type role would be reassuring to both Board and potential donors.

b. Commitment of Board and Administration

- The Board agreed that with the feasibility study completed, we are now in a position to move forward.
- Peter - A capital campaign will require a significant commitment (both time and financial) from Board members.
- It will be important to include/invite staff into the process. Share feasibility study report (ask Christine to come to meeting).

c. Marketing Strategies

- Bryn - Regardless of any final decision or specific property, it is clear from the feasibility study that there is work to be done in regard to marketing, community engagement by Board, etc.
  - Marketing suggestions included: banners across main street, Story board - community based (improving community vs. services), RBA – Turning the Curve marketing, Consider professional marketing support.
- d. Press Statement
- Follow up with Christine regarding appropriate next steps.
4. Financial
- a. Quarterly Report:  
Board reviewed the report and Scott provided an overview. As of now, it appears that we are in a position to erase the projected deficit.
  - b. Investing Cash Reserves – Next Steps:  
Scott shared a draft investment policy for the Board to review and suggested that by FY16 we should plan to have a policy in place and to move funds to higher yielding accounts based on that policy.
  - c. Governor’s Budget:  
The LFC will be directly affected through cuts to the Child Care Referral Program. There are also cuts to one of our pass thru grants affecting the Fit & Healthy Lamoille Valley program.
5. Salary and Benefits:  
The Board confirmed the ongoing commitment to salary & benefit issues/review.
6. Other Business
- a. Preview of Annual Report:  
Christie shared a draft version to be finalized by early February.
  - b. Let’s Grow Kids – PCC Board Retreat – Bryn reported that she was planning to attend.
7. Adjournment  
Peter motioned, Brenda seconded and the Board unanimously voted to adjourn.

**FY’15 Strategic Directions: RBA, Property, Salary/Benefits, Board Expansion**

**Next Board Meeting**

**5:00pm – 7:00pm**

**February 18, 2015**

(Regular Board meetings are typically every 4<sup>th</sup> Wednesday of the month)