



Senior Resource Center for Douglas County, Inc., Board Meeting Minutes – Dec. 19, 2017

Location: Judy Wright's Home

Present: Judy Bellome, Hank Booth, Kay Brada, Kelly Calvert, Ernesto Hodison, Doni Mooberry, Dr. Ellen Paulsen, Janet Prestoy, Steve Tesdahl, Dr. Maren Turner, Dr. Marvel Williamson, Dr. Judy Wright

Not Attending: Carol Bowen, Dr. Dennis Domer

Judy Wright called the meeting to order at 4:48 p.m.

Judy W. asked the board to review the November 28, 2017, board meeting minutes. Ernesto made a motion to accept the minutes, Kay seconded, and the motion carried.

Doni provided the Treasurer's report and commented on several Profit & Loss line items. She indicated the auditors had raised their fees significantly this year without any advanced notice. A suggestion was made for Marvel to draft a letter to the auditors to be sent by the board chair indicating our dissatisfaction with how they handled the situation. Hank made a motion, seconded by Judy B., to approve the financials and send the letter, and the motion carried.

Marvel presented the proposed 2018 budget. Overall, costs are going up for services, especially the Meals program, and revenues continue to be squeezed. The budget reflects SRC remaining at Peaslee Tech for the entire year. It also includes the cost to update the computer server. Marvel has challenged each of her Directors to generate fundraising ideas and personally sponsor an activity in 2018. The planned Expo event is being moved from February to July to provide additional planning time. They are considering some experimental meal fund raising events like the annual breakfast done by Baldwin City for the Wheels program. Marvel is investigating the potential of providing monthly transportation for seniors to the Legends. In 2017 there were 2 annual appeals, the first in January (released late for 2016) and the most recent one in November, which helped some to increase individual contributions for the year. The agency has started asking for donations at the end of all on-site customer visits which has been quite effective in getting small contributions. The budget includes starting some sort of enterprise, perhaps something to do with paid meals. A grant proposal was submitted to the Rice Foundation for this program. Judy B. suggested looking for ongoing opportunities to partner with other agencies to reduce costs and leverage economies of scale. Marvel indicated the proposed budget includes increasing the minimum wage from \$10.00/hour to \$10.50/hour, and a 2% increase for salaried staff. Kay moved to accept the proposed 2018 budget, Hank seconded, and the motion carried.

Doni commented that the entire board needs to support fundraising initiatives, and that Marvel cannot do it alone. Judy W. indicated it might be appropriate to allocate 30 minutes or more at a future board meeting to brainstorm fundraising ideas.



Marvel was then asked to leave the meeting temporarily so the board could discuss her annual performance evaluation and 2018 salary recommendation. Board members inquired about how goals were set for the year and whether they would have input for 2018. Upon Marvel's return, Judy W. shared with Marvel the board's approval of a \$3,000 merit increase to her base salary along with a \$500 bonus to be paid this year (2017). Marvel expressed her gratitude, both for the increase and the board's ongoing support and confidence in her leadership.

Marvel provided the Executive Director's report. She indicated she has reviewed and updated the 2016-2019 Strategic Plan and reported that everything is on track, except items related to returning to 745 Vermont. The updated Strategic Plan was emailed to all board members. Two larger individual contributions were received during this month – one for \$2,000 and another for \$2,500 that was given as a memorial gift through DCCF.

Judy B. reported on behalf of the Nominating Committee to present the proposed officer slate for 2018: Janet Prestoy (Chair), Ernesto Hodison (Vice-Chair), Doni Mooberry (Treasurer), and Steve Tesdahl (Secretary). Hank made a motion to approve the officer slate as recommended, Kelly seconded, and the motion carried.

The next topic of discussion related to filling the four board seat openings. After significant discussion, it became evident there are more strong and highly qualified candidates to be considered than the four openings, including a new candidate that had reached out to Marvel since the last board meeting. Ellen moved and Judy B. seconded a motion to allow the committee to finalize proposed candidates with Judy W. and then to let the interested individuals, the City of Lawrence, and Douglas County know of our plans. It was also noted that those not appointed to board seats could still be invited to join a committee where they would gain valuable experience and preparation for further consideration down the road.

Judy B. and Janet reported for the Marketing and Development Committee saying that meetings were held with Warren McElwain and Rumsey Yost for sponsorships/donations. Marvel closed the meeting by handing out a menu of options for board members to support agency fundraising to be discussed further at the next meeting.

Judy W. recognized four board members whose terms will expire at the end of the year: Judy Bellome, Ellen Paulsen, and Kelly Calvert for their many individual contributions and support to the agency during their tenure (Dr. Dennis Domer had been recognized at the November meeting). Although Judy B. and Ellen will both be rolling off the board, they offered to stay involved with SRC as committee members.

Judy W. adjourned the meeting at 6:08 p.m.

Respectively submitted,
Steve Tesdahl