

BOARD OF DIRECTORS MEETING

Via Teleconference

Monday, April 24th, 2023

MEMBERS PRESENT: Judge James Cecile (President & Development Chair), Eric Caballero, Shirley Copes (Planning Chair), Nicholas DeMartino, Paula Freedman, Steven Hodgins, Christopher Montgomery, Edward Perry, Robert Tackman (Finance Chair), Patricia Usherwood Fitzpatrick, Jason Wallace

MEMBERS ABSENT: Charles Garland, Pastor Phyllis Lee-Williams (EEO/Personnel Chair), Erich Shafer, Tonia Thornton, DJ Williams

STAFF PRESENT: Carolyn Brown, Jamie Colucci, Todd Goehle, Mandy King, Kathleen O'Brien, Nancy Turo

CALL TO ORDER:

The Board of Directors meeting was called to order by President Cecile at 4:51pm.

ROLL CALL:

President Cecile noted for the record that a quorum was participating either in person or via Zoom.

MOMENT OF SILENCE:

Board members observed a moment of silence.

APPROVAL OF MINUTES:

The President requested a motion to approve the March Board Meeting minutes;

Ms. Paula Freedman moved to approve the March Board Meeting minutes;

Mr. Robert Tackman seconded the motion;

The motion carried unanimously.

DEVELOPMENT COMMITTEE REPORT:

The April Development Committee meeting was cancelled because there were no presentations or action items scheduled.

EEO/PERSONNEL COMMITTEE REPORT:

The April EEO/Personnel Committee meeting was cancelled because there was no quorum.

PLANNING COMMITTEE REPORT:

Chair Shirley Copes asked Mr. Hodgins to present the committee report. Mr. Hodgins reported that HS/EHS Child Development and Health Services Manager Holly Hastings presented to the committee highlights of the *Teaching Strategies GOLD* Winter Snapshot Report and Growth Report. The analysis showed that between the Fall and Winter assessments, percentages in the Meeting or Exceeding categories increased in all six domains.

Mr. Hodgins reported that Stephanie Bingham and Mary Beth Welch, Associate Director and Director of Family Services, presented the results as of April 6th of the ongoing *2023 Customer Satisfaction Survey*.

***The President requested a motion to accept the Planning Committee report;
Mr. Christopher Montgomery moved to accept the Planning Committee report;
Ms. Patricia Usherwood Fitzpatrick seconded the motion;
The motion carried unanimously.***

FINANCE COMMITTEE REPORT:

President Cecile asked CFO Kathleen O'Brien to present the monthly financial statistics. Ms. O'Brien reported that the net income before depreciation as of March 31st is \$73,916 versus a budget of \$226,143, and that the net income after depreciation is (\$10,125), noting that there have not been many fixed asset purchases to date in the new fiscal year. Ms. O'Brien reported that the current ratio of assets over liabilities is still relatively high at 176.95% due to the recent property sale, that the indirect rate is currently low due to the impact of recent incentive payments on salaries, that the in-kind rate looks good, and that the Captive Insurance reserve account is within a reasonable range of the targeted amount.

Ms. O'Brien reported that the auditors have begun their office visits, and noted that this year's annual audit process will be impacted by changes in how insurance proceeds are booked and by the recent property sale.

***The President requested a motion to accept the Finance Committee report;
Mr. Nicholas DeMartino moved to accept the Finance Committee report;
Mr. Steve Hodgins seconded the motion;
The motion carried unanimously.***

PRESIDENT'S REPORT:

President Cecile reported that the Executive Director review conducted by the Executive Committee in April went well, and that minutes will be provided to the Board to be discussed during an executive session immediately following the Board meeting in May.

President Cecile proposed that all agency staff receive a Cost-Of-Living Adjustment (COLA) of 5.6% retroactive to February 1st, 2023.

***The President moved to approve a 5.6% increase to all salaries retroactive to 2/1/23;
Mr. Eric Caballero seconded the motion;
The motion carried unanimously.***

EXECUTIVE DIRECTOR'S REPORT:

Ms. Brown reported that on April 21st County Executive Ryan McMahon presented a proclamation to Eastwood Community Center Manager Rollin Mincher for his partnership with Child Protective Services to provide donated items to families on their caseloads.

Ms. Brown reported that on April 22nd over 40 volunteers, including agency staff, community members, and Chase Bank employees, participated in an Earth Day project to remove overgrowth and debris from the expanded yard at the Southside Family Resource Center.

Ms. Brown reviewed programming options that will be offered by the agency for during the summer, including Early Head Start classrooms for infants and toddlers, Family Resource Center youth activities and summer camps, and Senior Nutrition meals at the Regional Market.

Ms. Brown reported that the federal review for HS/EHS has been scheduled for May 8th through 12th, and that the Community Services Block Grant review has been scheduled for July 25th through 27th.

Ms. Brown reported that the stipend for Foster Grandparent volunteers will increase from \$3.15 to \$4.00 per hour, but that the number of volunteer assignments will be reduced.

Ms. Brown reported on upcoming community events in which the agency will participate, including Taste of Syracuse on June 2nd and 3rd for which the BBBS program will receive half of the proceeds, the Big Rig Day on May 20th at Burnett Park where agency vehicles will be displayed, and the Juneteenth parade on June 17th.

Ms. Brown asked Mr. Goehle to discuss New York State's recent application to amend its current Medicaid 1115 Waiver with the goal of reducing health disparities. Mr. Goehle reported that according to Inclusive Alliance the outcome of this process could result in additional revenue streams toward programs to support the delivery of services in our community.

Ms. Brown gave an update on the purchase of the new property at 717 Erie Blvd. West. She reported that a permit was obtained from the city on April 18th, the parking lot was paved, posts have been installed for fencing, and bids have been requested for indoor renovations.

CENTER REPORTS:

Monthly program updates for Big Brothers Big Sisters, Family Resource Centers, Senior Services, and Head Start/Early Head Start were distributed to all Board members in meeting packets for review.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT: President Cecile adjourned the April 24th Board meeting at 5:11pm.