
BOARD OF DIRECTORS MEETING
Monday, June 29, 2026

MEMBERS PRESENT: Judge James Cecile (President/Development Chair), Nicholas DeMartino, Paula Freedman, Steven Hodgins, Christopher Montgomery, Erich Shafer, Patricia Usherwood Fitzpatrick, Jason Wallace (EEO/ Personnel Chair), Michael LaFlair, Tysha Martin, Edward Perry, Trish Usherwood, Jason Wallace, Tylah Worrell, Michael LaFlair, Mitayah Donerlson, Nicholas DeMartino

MEMBERS EXCUSED: Eric Caballero, Robert Tackman

MEMBERS ABSENT:

STAFF PRESENT: Carolyn Brown, Doug Thomas, Mandy King, Nancy Turo, Brenda Curinga, Jordan Wood

GUESTS PRESENT:

CALL TO ORDER:

The Board of Directors meeting was called to order by President Cecile at 4:52 pm.

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 minutes of the May Board Meeting

Mr. Nick DiMartino Motions to approve the minutes of the May Board Meeting

Ms. Patrica Usherwood seconds to approve

The motion carried unanimously

ANNUAL REVIEW OF MISSION STATEMENT:

Annual review and approval of mission statement. No changes or revisions.

The President requested a motion to approve the mission statement

Mr Eric Shafer moves to approve.

Mr Christopher Montgomery seconds.

The motion is carried unanimously.

REVIEW OF ORG CHART

Ms Brown explains this chart represents an attempt to clean up the previous chart. We needed to adapt the organizational chart to the shifts brought about by Maribel Arce's new role as the Director of Community Programs. No questions or further discussion.

PRESIDENT'S REPORT:

President Cecile: We are looking to apply for one-time supplemental nutrition funding through Head Start – looking for \$110,000 with an additional \$27,500 for nonfederal match. It will go toward industrial equipment, special diet software, and kitchen supplies as well.

The President requests a motion to approve the nutrition funding application;

Mr Jason Wallace makes a motion to approve the funding application;

Mr Michael LaFlair seconds the motion;

The motion is carried unanimously.

CHAMPIONS OF DIVERSITY UPDATE:

Ms. Brown reports that the event was a success. Positive feedback on location, especially parking. Some outstanding tweaks to be made but excited to be moving forward.

DEVELOPMENT COMMITTEE REPORT:

Interviewed Tylah Worrell and recommended to the full board; recommended to the board that she be made a full board member. On June 2nd, we received information that Mayor Sharon Owens recommended that Tylah serve as her representative on the board. This will be our first time in a while that we've had a direct representation from the Mayor's office.

Reported Jason Wallace as chair of EEO/Personnel Committee and Tysha Martin chair of Planning.

The President requested a motion to accept the Development Committee report;

Ms. Mitayah Donerlson moved to accept the Development Committee report;

Ms. Tylah Worrell seconded the motion;

The motion carried unanimously.

Recommending Erich Shafer for new term on the board.

Motion carried unanimously

PLANNING COMMITTEE REPORT:

Met June 10. Becky Frank presented on Early Head Start self-assessment. Update on strategic plan by Todd Goehle was presented which was approved to move forward in 2027. Todd spoke about volunteer participation, specifically in Free Tax Prep. Provided update about grant awards received for the agency as a whole. Carolyn discussed Champions of Diversity and reported that the recent Head Start was a success.

***The President requested a motion to accept the Planning Committee report;
Mr Christopher Montgomery moved to accept the Planning Committee report;
Mr Nicholas DeMartino seconded the motion;
The motion carried unanimously***

EEO/PERSONNEL COMMITTEE REPORT:

June 4 meeting, approved previous months minutes. Reviewed Voya retirement plan. Positive response about the changes for employers. Brown & Brown benefits broker package was reviewed. Currently exploring all our options, possibly staying in the captive but then utilizing what they have to give employees a choice between high-deductible and more traditional plans. PTO time off structure being changed in 2027. Current employees stay under current plan, new employees will get the new one. Reduced the maximum PTO and extended achieving it from 10 years to 20. Reviewed applicant pool as well, gaining ground.

Old Business: talked about Champions of Diversity

New Business: Passing of former Executive Director

***The President requested a motion to accept the EEO/Personnel Committee report;
Mr Edward Perry moved to accept the EEO/Personnel Committee report;
Mr Michael LaFlair seconded the motion;
The motion carried unanimously.***

FINANCE/AUDIT COMMITTEE REPORT:

Met on June 9th. Nancy discussed federal form 990 tax return and state form CHAR500 return. Finance approved returns. They were both filed electronically by the June 15th deadline. Committee discussed the RFP with respect to the agency's 401K and Audit services. The Finance/Audit Committee selected and approved Bonadio to provide these services for the period of time February 2026-January 2031. The firms were notified immediately following the vote and approval.

Discussion about Brown & Brown being selected as the insurance broker for employee benefits and Haylor, Freyer & Coon selected for property and casualty insurance.

Ms Turo reported on the May 31, 2026 financial statements stating that the net income before depreciation year to date presented on page 3 is (\$217,355) vs a budget of \$132,233 that is explained

in detail on page 7 and is due to timing differences. The net income from normal operations on page 7 is \$87,173 and is the net of "timing differences".

The current ratio for May 31, 2016 is 150%.

Ms. Turo stated that the indirect rate is 22.8%.

Ms. Turo discussed the health insurance captive reserves and meetings with our new broker Brown & Brown are taking place with management.

***The President requested a motion to accept the Finance Committee report;
Mr. Eric Shafer moved to accept the Finance Committee report;
Ms. Paula Freedman seconded the motion;
The motion carried unanimously.***

EXECUTIVE DIRECTOR'S REPORT:

Another moment of silence is called by the Board President.

Federal funding: Looking at changes in the Uniform Guidance rule which have been proposed in late May. Public comment period ends July 13th. These changes could impact the way our programs are reimbursed through federal awards. Staff will attend a webinar from CapLAW on 6/30.

Rooftop barbecue is being put together by Todd Goehle, likely in September. No date yet. Will use the same location.

WSFRC project is chugging along. Plans are final after another round of questions. Waiting on permits from the city. Construction scheduled to begin in earnest on July 13th.

Members of the leadership team are meeting monthly to reassess how wages function at the agency. Up until this point we have followed HHS cost-of-living recommendations. That has stopped being a useful benchmark. Exploring new, creative avenues here as well. Mitayah asks staff about whether or not staff have been asked about current wage structures.

Senator Chris Ryan visited our nutrition site last week. We serve people in his district even though there aren't a lot of our physical locations there. Senator Mannion had helped us get some vehicles there as well in the past. Senator Ryan inherited that so we were showing him where the money has been going. He's interested in joining at the Regional Market for Senior Nutrition

Special Board Meeting

Performed review for Ms. Brown, new goals for 2026-2027 were discussed.

PROGRAM REPORTS:

Board packet contained reports. No questions or discussion.

OLD BUSINESS:

None.

NEW BUSINESS:

Met with Brown & Brown this morning. Health insurance presenting a lot of opportunities for learning. It is most likely that employee contributions will be going up. Some plans are going up as much as 20%. We've worked hard to not raise employee contributions. As we try to balance these costs and models it looks like there will be an increase. Open enrollment starts in the middle of August. Brown & Brown is willing to do a lot of education – including individual meetings with staff – up to and including meeting every single person leveraging the benefit.

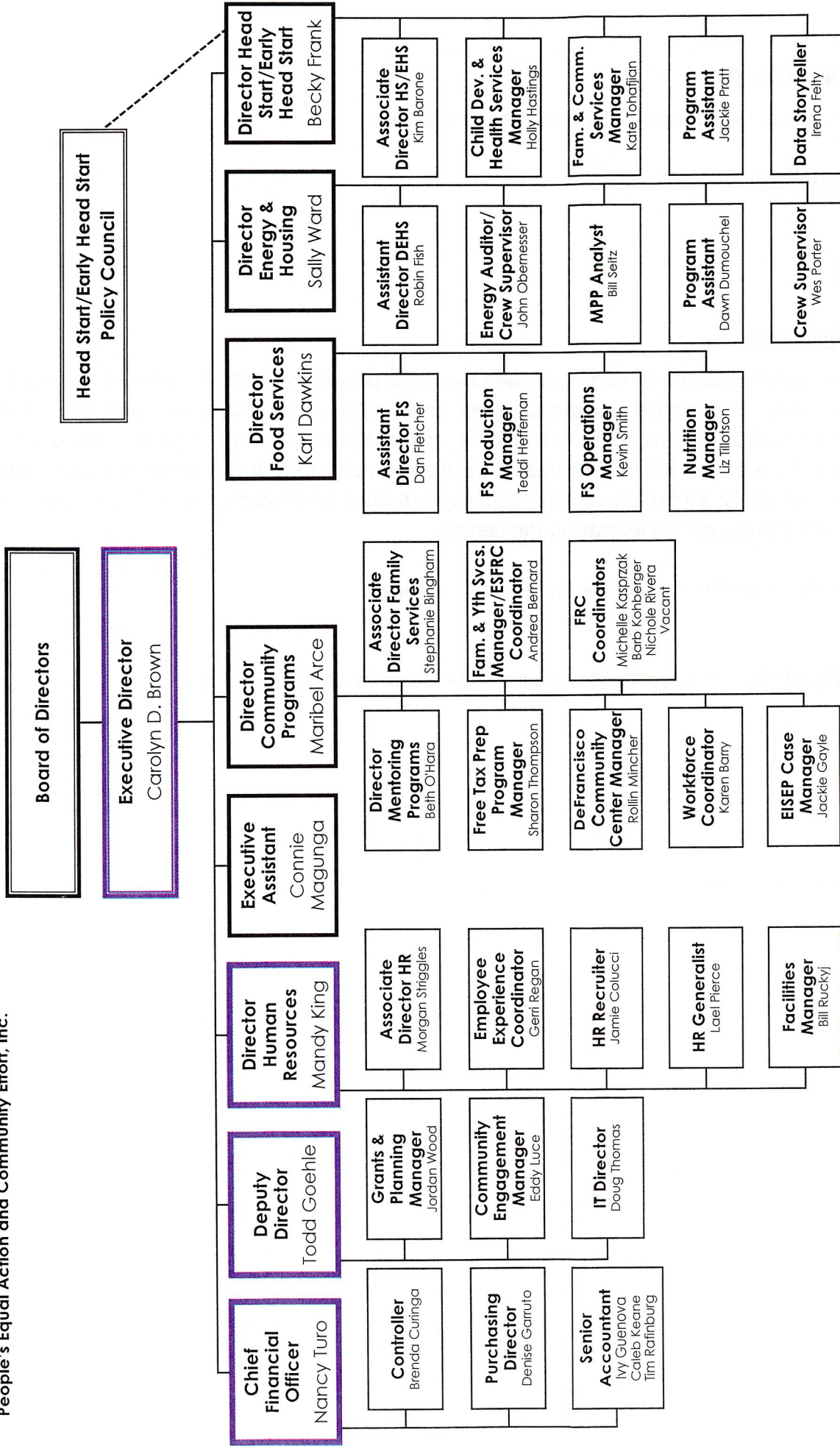
We currently cover 81% for families and 93% for singles.

ADJOURNMENT: President Cecile adjourned the Board meeting at 5:33pm.



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People's Equal Action and Community Effort, Inc.



Organizational Chart
rev. June 1, 2026

June 30th, 2026

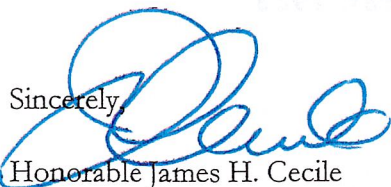
Mr. Desmond Clayton & Mr. David Kadan

RE: Grant No. 02CH013040
One Time Supplemental Nutrition Funding

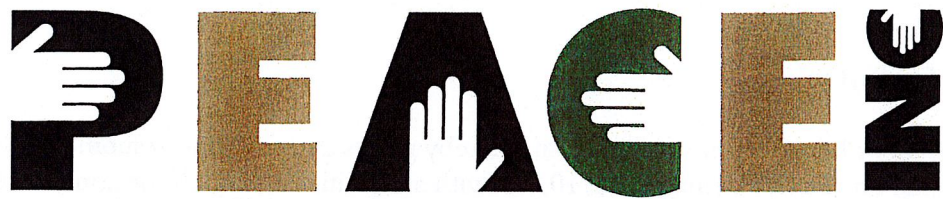
Dear Mr. Kadan & Mr. Clayton,

The PEACE, Inc. Board of Directors has reviewed and hereby grants permission to resubmit application for One Time Supplemental Nutrition Funding for \$110,000 with an additional \$27,500 for nonfederal match.

Sincerely,



Honorable James H. Cecile
President
PEACE, Inc.
Board of Directors



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Mission Statement

*Helping people in the
community realize their
potential for becoming
Self-sufficient*