

**Schoharie County Community Action Program
Board of Directors Meeting
February 23rd 2015**

Attendance:

Private Sector		
Member	Position	Attendance
<i>Barbara Parsons</i>	<i>Treasurer</i>	X
Larry Phillips	Member	X
Jason Evans	Member	arrived at 6:00

Public Sector		
Member	Position	Attendance
Earl Van Wormer III	Member	X
George McDonnell	Member	X
Anna VanDerwerken	Member	arrived at 5:20

Consumer Sector		
Member	Position	Attendance
<i>Betsy Bernocco</i>	<i>Chair</i>	X
<i>Dolores Jackson</i>	<i>Vice-chair</i>	X
<i>Jonathan Litzner</i>	<i>Secretary</i>	X

Staff: Jeannette Spaulding – Executive Director, Jodi Gregory – Deputy Executive Director

Guests: none

Meeting called to order at 5:07 pm by Board Chair Betsy Bernocco

Approval of Minutes: *Motion made by Dolores, seconded by Larry to accept the January minutes. Motion passed.*

Committee Reports:

Executive Committee: Did not meet

Finance/Internal Affairs: Finance reports for January were reviewed by Larry. \$56,000 is still out of balance in the trial balance. Jeannette reported she has narrowed it down to the closing process of the equity accounts.

2015 budget will be presented next month.

The Displaced Homemaker’s Program is not in the 2014 state budget. Work is being done to add DHP in the budget.

Weatherization will remain at its current level of funding. An Energy Auditor has been hired. CSBG- the Continuing Resolution is still ongoing. Rent increase averaged out to about \$45 per month.

Motion made by Earl, seconded by Barbara to approve the Finance Report. Motion passed.

Personnel: Meeting held. Bylaws review started. Reviewed compliance issues, impact of Revitalization Act, and Organizational Standards. Draft of the amended Bylaws will be presented to the board in March and voted on in April.

Nominating: No meeting held.

Fund Raising: There will be a dinner on September 26th at Justines - space for 120 people in the upstairs room.

Special Committees/Ad Hoc Reports: No meeting held.

Staff Reports:

ED report: Report handed out for review.

Jeannette reviewed the 138 Organizational Standards for CSBG. Will email to board members for their review.

Discussed a centralized data base, the cost and pros and cons. There is an ongoing discussion with the United Way regarding a possible data base.

Jeannette and Debbie Palmatier (Ass't Finance Director) will be going to Syracuse in April for training on Super Circular audit compliance.

Unfinished Business: Executive Director evaluations were handed out. To be returned at the March meeting.

New Business: Discussed getting on the agenda for the Board of Supervisors meeting. Jeannette will follow up on this.

Other: nothing

Motion made by Earl, seconded by George to adjourn the meeting. Meeting adjourned at 5:55.

Respectfully Submitted,

Jodi Gregory

Next Board Meeting – March 23rd, 2015 @ 5:00 PM
Finance Committee- March 23rd, 2015 @ 4:30 PM