

**Schoharie County Community Action Program  
Board of Directors Annual Meeting  
June 22<sup>nd</sup>, 2015**

**Attendance:**

<b>Private Sector</b>		
Member	Position	Attendance
<i>Barbra Parsons</i>	<i>Treasurer</i>	excused
Larry Phillips	Member	X
Jason Evans	Member	X

<b>Public Sector</b>		
Member	Position	Attendance
Anna VanDerwerken	Member	X
Earl Van Wormer III	Member	X
George McDonnell	Member	X

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

Meeting followed Annual Breakfast at which 30 staff were present and the Annual Report of agency activities was presented.

**Staff:** Jeannette Spaulding – Executive Director, Jodi Gregory – Deputy Executive Director, Debbie Palmatier- Assistant Finance Director

**Guests:** none

Meeting called to order at 9:30am by Board Chair Betsy Bernocco

**Approval of Minutes:** *Motion made by Larry, seconded by Dolores to accept the May minutes with one correction. The delay on receiving the incorporation papers was discussed. Motion passed.*

**Committees of the Board:**

**Executive Committee:** no meeting held.

**Finance & Audit:** Finance report reviewed by Jeannette Spaulding. Deb Palmatier reviewed the rest of the report. Donation of \$10,000 from Fenimore Asset Management was noted. The increased space (Suite 9) for Supervised Visitation will start on a separate lease on 7/1/15.

WIC budget award is pending. Expecting cuts but budget was built high to accommodate cuts.

CSBG contract submitted on 6/18/15. DHP contract will run from 6/1/15-5/31/16.

*Motion made by Larry, seconded by Earl to accept the Finance Report. Motion passed.*

**Governance & Nominating:** No meeting held

**Program Planning and Evaluation:** Meeting to be held 8/3 at 5:00. Discussed the fact that representatives from the state will be going to the Fair this year to observe SCCAP's outreach efforts. Discussed board training for 7/27/15.

**Committees of the Corporation:**

**Fundraising:** The fundraising dinner scheduled for 9/26/15 was discussed. Jason will be Master of Ceremonies. The original board chair will be invited. There will be a blanket invitation in the newspaper to past staff and board members. Jason is working on the invitations. There are sufficient volunteers for the Fam 5K.

**Community Needs Assessment:** No meeting held.

**Executive Director Report:**

Jeannette reviewed the ED report.

Jeannette is working with the United Way on the development of a data base.

New hire for the CCRR Director- Heather Wayman.

**Unfinished Business:**

Mission Statement reviewed.

*Motion made by Jason, seconded by George to accept the new mission statement. Motion passed with one dissenting vote.*

**New/Postponed Business:**

Resolution 01 6/15: Proposed slate of officers.

Betsy Bernocco – Chair, Dolores Jackson – Vice-chair,

Barbara Parsons – Treasurer, Jonathan Litzner - Secretary

*Motion made by Earl, seconded by Larry to accept the proposed slate of officers. Motion passed.*

Resolution 02 6/15: Changes to signature cards.

Barbara Parsons will be replaced by Dolores Jackson and program director Carl Jackson will be replaced by deputy executive director Joanne Gregory.

*Motion made by Earl, seconded by Larry to accept the changes to the signature cards. Motion passed.*

*10:08 A motion was made by Larry, seconded by Dolores to move to Executive Session. Motion passed.*

*10:12 A motion was made by Larry, seconded by George to closed Executive Session. Motion passed.*

10:13 Jason made the motion to adjourn meeting, approved.

Minutes submitted by:

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Jodi Gregory

**Board Training – July 27, 2015 @ 3:00 PM**  
Next Board Meeting – July 27, 2015 @ 5:00 PM  
Finance Committee- July 27, 2015 @ 4:30 PM