

**Notes from the Board of Directors Meeting of February 1, 2023**

1. **Call to Order and Roll Call**

*Due to Covid-19 concerns, this meeting was held both in-person at Columbia-Greene Community College and virtually on the Zoom web platform. All voting was done contemporaneously in person and via computer audio.*

The meeting was called to order by President Scott Thomas at 2:33 p.m.

The following members were present at the roll call: Becky Polmateer, Chelly Hegan, David Rossetti, Dorothy Urschel, John Thompson, Kathleen Eldridge, Kevin McDonald, PJ Keeler, Robin Andrews, Scott Thomas, Theresa Lux.

The following members were absent at the roll call: Art Proper, Bob Gibson, Casey O’Brien, Dan Almasi, Ken Stall.

Also in attendance were Board of Directors candidate Victoria McGahan and staff members Claire Parde and Ashling Kelly.

1. **Reminder of Duty to Disclose**

President Scott Thomas reminded members to disclose any interests that may give rise to a conflict.

1. **Announcements**

Scott Thomas noted that the New York state budget was released and includes unprecedented support for mental health services and supports, including housing, programs, and children’s services.

Chelly Hegan reported that while FDA approval for medication abortion has just been rescinded in Texas, creating a significant effect on Texas’ rural communities, New York will not experience any interruptions in services.

1. **Consent Agenda**
2. Board of Directors meeting minutes of December 7, 2022
3. Committee meeting minutes:
* Executive Committee Meeting of January 4, 2023
* Budget and Finance Meeting of January 24, 2023
* Governance Committee Meeting of January 25, 2023

***Be it RESOLVED, the Board of Directors accepts the minutes/actions of the Board of Directors meeting of December 7, and all Committee meeting minutes****.*

**Motion made by Becky Polmateer, seconded by David Rossetti, and unanimously approved.**

1. **Governance Report**

Governance Chair Robin Andrews announced that Jack Mabb had retired from his position as Director of the Columbia County Department of Health, a Network Member. Victoria McGahan has been appointed as the new Department of Health Director. On behalf of the Governance Committee, Robin recommended that Victoria be elected to fulfill the remainder of the term for the CCDOH representative.

***Be it RESOLVED, the Board of Directors elects Victoria McGahan as a Network Member Representative for the Columbia County Department of Health for a term ending April 2024.***

**Motion made by Theresa Lux, seconded by Dorothy Urschel, and unanimously approved.**

Robin reported that Jack Mabb has indicated his willingness to continue to serve on the Board and recommended that Jack be elected to the Board as a Community Member for a term ending in April 2025.

***Be it RESOLVED, the Board of Directors elects Jack Mabb as a Community member for a term ending April 2025.***

**Motion made by Chelly Hegan, seconded by David Rossetti, and unanimously approved.**

Robin noted that the Annual Meeting will take place on April 5th. In preparation, members whose terms are expiring will receive a letter shortly asking them to recommit to Board service.

Robin reported that the Governance Committee had discussed the Annual Recognition Event. The CARTS drivers will be recognized in acknowledgement of their extraordinary work during the COVID-19 pandemic. Claire proposed that the event be a fundraiser for the CARTS program. It was also suggested the event be held outdoors, possibly in June. Greenport Town Park was suggested as a possible venue. Robin Andrews and Becky Polmateer volunteered to serve on the Event Planning Committee; Robin requested that any ideas or suggestions be passed on to them.

*[Ken Stall joined the meeting @ 2:45 p.m.]*

1. **President’s Report**

Board President Scott Thomas recommended the appointment of Jack Mabb as Treasurer.

***Be it RESOLVED, the Board of Director appoints Jack Mabb as Treasurer for a term ending April 2024.***

**Motion made by David Rossetti, seconded by PJ Keeler, and unanimously approved.**

Scott announced the creation of a time-limited, task-specific Development Committee. The committee’s tasks will include:

* conducting interviews for the Director of Development and Communications position
* creating a development plan, which would entail two or three meetings
* beginning to generate a list of potential donors, both individual and business

This structure will enable individuals to sign on for specific tasks rather than requiring a longer-term commitment. David Rossetti and Robin Andrews volunteered to participate in conducting candidate interviews.

1. **Treasurer’s Report**

Claire provided the Treasurer’s report in Treasurer Jack Mabb’s absence. The agency’s cash position continues to be strong. The agency started 2022 with $406.5K in the bank, and ended the year with $432K. Regarding grants receivables, Claire noted that the Navigator contract budget was approved several months into the budget year and the state is now requiring staggered submission of the “catch up” vouchers. Once all the vouchers have been submitted and paid, accounts receivables will be modest. The current ratio is good. Claire reminded the group that Investment Advisor TJ Pellitteri is present at most Finance Committee meetings, and is always available to the Board members for inquiries.

 *[Dan Almasi joined the meeting @ 2:59 p.m.]*

1. **Executive Director’s Report**

Claire reminded the group that she sent her written report to the Board prior to the meeting, much of it an update on staff changes. She provided highlights regarding the Director of Development and Communications position. Claire will send the job ad and position description to the members following the Board meeting, noting that some of the best candidates come to the agency through Consortium network. The position may be challenging to fill, as the salary isn’t high. However, the position offers a lot of opportunity for someone to be creative and mold it.

1. **Strategic Discussion**

Scott introduced the discussion topic: *strategies for maintaining services with a reduced workforce.* The group discussed their challenges, such as difficulties finding trainers and filling positions. Among the strategies offered were ensuring position descriptions accurately reflect the work being done in the current climate; the continued use of telehealth in the right circumstances; training existing staff to fill vacant positions; and assisting current staff with stress management and respite as needed.

The group noted that the pandemic seemed to change many workers’ relationship to work, reducing their engagement and sense of reward in service to others. The group considered the concept of workforce culture versus workplace culture. Before the conversation drew to a close, many agreed that it had been a rich and thoughtful one.

*[Ken Stall left the meeting @ 3:25 p.m.]*

*[David Rossetti left the meeting @ 3:30 p.m.]*

1. **Adjournment**

The business of the Board being concluded, the meeting was adjourned at 3:56 p.m. following a motion by Robin Andrews and seconded by Chelly Hegan.