



**Board of Trustees Meeting
May 15, 2016**

Minutes

Welcome & Call to Order

Julie Broadway

Attendees: Jim Harlan, Miyako Kinoshita, Ross Braun, Susan Becklenberg, Arlene Alen, Patti Coyle, Holly Schmitt Fox, Jeff Beck, Joahn Hall, Julie Broadway

Excused: Richard Loomis, Allyn Mann

Staff: Kathy Alm, Sam Albrecht, Cheryl Graves, Margo Parks

Minutes

Julie Broadway

B-1, March 28, 2016

Motion: Holly Schmitt Fox

Second: Arlene Alen

Minutes approved

Update on Trek to Accredited Credentialing

Sam Albrecht

C-1, QA Task Force Report for Board

Sam Albrecht & Kathy did a presentation on 'trek to credentialing', listing all updates and processes

Credentialing Language from Bylaws Task Force

Arlene Alen

D-1, Background Paper – Bylaw Change

Arlene presented the draft of the bylaw change in accordance with credentialing requirements. After discussion by the board a motion was made by Arlene to approve the intent of the bylaw change, adding a new bylaw and subject to tweaking, as submitted to the Board of Trustees.

Second: Holly Schmitt Fox

Roll Call was taken and all voted yes:

Motion passed.

Julie thanked Arlene and Sam for their hard work and the hard work of the Task Force.

Governance Committee

Arlene Alen

New Governance Committee members – Gary Warren, Brandan Montminy

E-1 through E-4, Resumes and Applications for both Gary and Brandan

Arlene discussed the work done by the committee in vetting potential committee members and Board of Trustee members. After the discussion Arlene made a motion to the board to accept both Gary Warren and Brandan Montminy as members of the Governance committee.

Second: Patti Coyle

All were in favor

Motion passed

President's Comments

Julie Broadway

The Board Assessment Survey Results were discussed. Specific feedback will be shared with the governance committee as they develop next year's survey.

Reports were given about Board Goal Setting by Ross Braun, Advisory Council Criteria by Miyako Kinoshita, CEO Transition process by Jim Harlan and Succession planning for board leadership by Susan Becklenberg.

Consent Agenda

Julie Broadway

G-1 through G-7 Accept
Motion to approve: Miyako Kinoshita
Second: Jim Harlan

CEO Report

Kathy Alm presented the following as her CEO report

H-1, CEO Report

H-2, Dashboard

Technology Update and Proposal

Kathy presented the update on technology upgrade

H-3, AMS Selection Project – Report Phase 1

H-4, Technology Update and Proposal

Kathy asked if board could approve the overall upgrade proposal. The total recommended budget requested was \$354, 125.00.

Jim Harlan made a motion to approve the upgrade proposal including an initial \$24,000 for the phase II of the IT technology upgrade. The \$24,000 will come from the estate gift PATH is receiving and will not impact the current budget. Patti Coyle seconded. Motion approved

Changes to Annual and Regional Conferences presentation was given by Kathy Alm.

Background, the region reorganization effort, and ongoing issues and challenges were shared.

The changes in national and regional meetings were introduced as a multi-year process with pilot programs, and will be communicated to the members. Board gave some feedback and input.

H-6 Regional Conference Changes Summary

Board Committee Reports

Finance Committee

- Finance Report, March & April (no materials to include)

- Finance Committee Member Appointment

Ross Braun presented the new finance committee member, Ed Milford, for approval. Ross made a motion, Sue Becklenberg seconded. The motion passed.

I-1, Milford Resume

I-2, Board Application – Milford

- Audit Committee Report

Jeff Beck has given a report via phone regarding the auditor selection process and the results.

I-3, Auditor RFP Matrix



- **Third Quarter Projection**

Ross Braun and Kathy Alm presented that we are projecting a \$46,000 surplus, after absorbing the Strategic Planning expenses.

I-4, Narrative on 3rd quarter projections

I-5, Q3 2015-16 Projections

- **Fiscal Year 2017 Budget Proposal (July 1, 2016-June 30, 2017)**

Ross Braun presented the fiscal year 2017 budget proposal. Sue Becklenberg made a motion to approve the budget as presented, and Jim Harlan seconded. The proposed budget approved.

I-6, Narrative

I-7, Proposed Budget

Strategic Planning Committee

Jim Harlan thanked the committee and board's participation in the strategic planning meeting.

Wrap up and next steps

Marketing/Development Committee

Holly Schmitt Fox presented the board pledge forms to the board members and asked for 100% participation.

Board Pledges for 2016.17

Other Business

None

Julie Broadway

Adjournment

Patti Coyle made a motion to adjourn at 12:30pm

Julie Broadway

Next Meeting

July 25, 2016