

## **BOARD OF TRUSTEES**

### **Regular Meeting Minutes**

January 25, 2018 at 7:20PM

**Trustees Present** Helen Stoll, Phil Rockefeller, Marlene Le Mire, Alan Crain, Tom Hawks, Lisa Hecker, Carol Hoffman, Don Lachata, Doug Love, Jamie Mittet, Bobbie Moore, Bob Nichols, Mary Polensky and Aaron Schielke

**Trustees Absent & Excused** Pastor Kent Shane

**Staff Present** Lynette Ladenburg, Chris Vernon-Cole, Robin Schman, Jennifer Bailey, Heather Dartt, Kami DeHeer, Jon Hicks, Tammi Palodichuk, Paula Rimmer, Diane Wasson and Anna Winney

**Call to Order** The meeting was called to order at 7:20PM.

**Agenda Changes** There were no agenda changes.

### **Approval of Meeting Minutes**

**MOTION** – Approval of the November 23, 2018 Board of Trustees Meeting Minutes with a correction made reflecting Lisa Hecker as not attending the meeting. The motion carried.

### **Board President Report**

- Helen Stoll announced the award of a \$1 million grant from the Building Communities Fund and expressed gratitude to the State for this opportunity to improve our facility.
- It was noted that planning for the upcoming Generations of Care Gala was underway. The Board of Trustees were reminded that their participation and help with the event was appreciated, to include procuring auction items and filling tables.

### **CEO Report**

- Lynette explained that the Senior Leadership Team was working weekly to address recruitment and retention concerns by analyzing data and trends pertaining to staff hires and departures.
- Lynette announced that the implementation of the new electronic health records system, PointClickCare, was already providing for operational efficiencies: a position being vacated by a retiring employee was able to be merged with another position, eliminating duplication of duties.
- Heather Dartt, the new Administrator for Martha & Mary KIDS Before and After School, was formally introduced to the Board of Trustees. Heather gave a brief overview of her

professional background in business and expressed her excitement about taking on her new leadership role.

- Tammi, Heather and Lynette met with North Kitsap School District's Superintendent, Dr. Laurynn Evans, and Tim Garrison (Director of Teaching & Learning) regarding the Before and After School program. The meeting was very positive.
- Lynette referenced the \$1 million grant awarded to Martha & Mary and asked Chris Vernon-Cole, COSO and Paula Rimmer, Director of Development, to update the Board of Trustees on how the funding would be invested. A detailed explanation followed.

### **Committee Updates**

Finance and Audit Committee Report - Carol Hoffman:

- Carol highlighted the details of the November and December 2017 Financial Report for the Board of Trustees.

**MOTION** – Approval of Tracie Walthall to be added as an authorized Kitsap Bank credit cardholder with a \$3,000 credit limit. The motion carried.

Development Committee Report - Bob Nichols:

- Bob thanked Paula Rimmer, Director of Development, for her work and efforts towards the approval of the Building Communities Fund grant.
- The Board of Trustees were reminded again that the upcoming Generations of Care Black & White Gala will take place on May 4 at Clearwater Casino.

Governance Committee Report - Don Lachata:

**MOTION** – Approve changes to Board Policy 1 and Board Policy 2 as proposed. The motion carried.

- Don asked Trustees to complete both a Trustee Interests Expertise Form and a Board Self Evaluation Form before the next Board Meeting. Forms were distributed to Trustees.

Church & Community Services

- Bobbie Moore announced that a Delegate / Trustee Orientation will be held on March 17 at 9:30am – 11:00am in the Chapel.

Strategic Planning Committee – Phil Rockefeller:

- Phil informed the Board of Trustees that the committee was still researching various options for developing the land adjacent to The Ebenezer. Bob Nichols suggested the committee look into Adult Day Programming as a future service line, noting there was discussion about this idea at the Board Planning Retreat as something the community needed.

**New Business:** No new business noted.

**Adjournment:** The Board of Trustees meeting adjourned at 8:36PM.

Respectfully Submitted:

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Marlene Le Mire, Secretary