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**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

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| **Call to Order**  The meeting was called to order at 7:20PM. |
| **Agenda Changes** There were no agenda changes. |
| **Consent Agenda** A motion was made to approve the October 26, 2017 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:   * The award of a $1million grant from the Building Communities Fund was announced to the Board of Trustees. * It was noted that planning for the upcoming Generations of Care Gala was underway. The Board of Trustees was reminded that their participation and help with the event was appreciated, to include procuring auction items and filling tables. |
| **CEO Report** Lynette Ladenburg:   * 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. * A very positive meeting was had with North Kitsap School District’s superintendent, Dr. Laurynn Evans. * Lynette referenced the $1million grant awarded to Martha & Mary by the Building Communities Fund and asked Chris Vernon-Cole, COSO and Paula Rimmer, Director of Development, to update the Board of Trustees on how that funding would be invested |
| **Committee Updates**  Finance and Audit Committee Report - Carol Hoffman:   * Carol highlighted the details of the October 2017 Financial Report for the Board of Trustees. * Lynette reviewed the 2018 Operations Budget’s assumptions for the Board of Trustees. * A motion was made to approve the 2018 Operations Budget. The motion carried.   Development Committee Report - Bob Nichols:   * Bob notified the Board of Trustees that a goal of the committee was to strengthen outreach to the community. * It was announced that plans for a Community Leadership Council were being developed. A concept proposal for the council idea would be presented to the Board of Trustees for discussion at the January 2018 Board of Trustees Meeting. * Bob thanked Pastor Kent Shane for his leadership in the successful Microbrews for Martha & Mary campaign. * The Board of Trustees were reminded that the Fund-a-Wish campaign was underway and that the Generations of Care Gala will take place on May 4.   Governance Committee Report - Don Lachata:   * Don informed the Board of Trustees that there was nothing to report.   Church & Community Services - Pastor Kent Shane:   * It was explained that our covenant with the member churches and relationships with their pastors and delegates was the focus for the committee. * Kent announced that the committee would meet again in December. |
| **New Business:** There was no new business.  **Adjournment:** The Board of Trustees meeting adjourned at 8:36PM. |

Respectfully Submitted:

Marlene Le Mire, Secretary