



STRATEGIC PLANNING COMMITTEE

Meeting Minutes

January 22, 2018

Committee Members Present: Phil Rockefeller, Helen Stoll, Tom Hawks, Marlene Le Mire, Alan Crain, and Carol Hoffman

Staff Members Present: Lynette Ladenburg, Chris Vernon-Cole and Jennifer Bailey

Phil Rockefeller called the meeting to order at 3:30 p.m. The committee approved the October 23, 2018 minutes. The proposed agenda was approved with the addition of the Building Communities Fund million-dollar grant awarded to Martha & Mary by the State of Washington.

\$1 Million Building Communities Fund

Chris Vernon-Cole, COSO, provided an overview of the plans for utilizing the million-dollar grant. Funding will allow Martha & Mary to complete the Health and Rehab Center renovation project. The remaining renovations will be a roof replacement, unit dining room enhancement, and the completion of the Marina and Garden Unit resident common areas and nursing stations.

Chris explained over 60% of the \$4 million renovation project is already completed. Martha & Mary will be responsible for the remaining \$427,000 over the next 2 years in order to complete the project and meet the grant's requirements. This funding may be accessed from our reserve account, cash on hand or new grants. More than likely it will come from all three.

The Committee was informed that staff is working on a one page document for Trustees and Senior Leadership describing the project and uses of funds for public distribution.

Service Expansion: Martha & Mary Before and After School

Lynette Ladenburg, CEO, updated the committee regarding the changes to the Before and After School program, announcing Heather Dartt as the program's new Administrator and Tammi Palodichuk who continues in her role as the Child Care Centers Administrator.

Lynette, Heather and Tammi met with Dr. Laurynn Evans, NKSD Superintendent and Tim Garrison, NKSD Director of Curriculum, Instruction & Elementary in January to introduce Heather and discuss the progress of the Before and After School program. Discussion regarding the current program and expectations for the future were positive and based on a partnership to support our children and the North Kitsap Community.

Dr. Evans and Tim notified Martha & Mary that Port Townsend's school district is looking for before and after school services and suggested the organization pursue the opportunity. In addition, Lynette stated an elementary school in Central Kitsap is interested in talking with Martha & Mary KIDS regarding starting a program. Senior Leadership will pursue these opportunities and report to the committee at future meetings.

Real Estate Expansion: East Land Project (ELP)

Chris provided an overview of the progress in exploring the East Land Project explaining Martha & Mary has retained Miles Yonick, a local architect, to help with a feasibility study. The committee received a planning booklet to assist the members in the evaluation of options for developing the property. Phil, Chris and the committee had an in-depth discussion on various options and ways to increase revenue to support other core business lines and thereby extend Martha & Mary's mission to serve underserved communities. The committee will continue to review the project for future development by Martha & Mary.

Next Steps

The committee agreed to review the ELP Planning Booklet and discuss its contents at the next meeting on Monday, February 19, 2018 in Tollefson conference room.

Meeting adjourned at 4:55PM.

Respectively submitted by: Jennifer Bailey