

**Center for Family Life and Recovery, Inc.
Board of Directors Meeting**

Date: June 17, 2017

Time: 8am

Attendance: Cassandra Sheets, Lisa Sexton, Terry Plizga, Kelly Walters, Brian Reese, David Wojnas, Andrea LaGatta, Rev. Frank Graichen, Brian Ehrhard, Barbara Calandra, Paul Dunn **Guest:** Lee Livermore

Excused: Kristie Falcone, Mike Leist

Topic	Discussion	Resolution	Person Responsible/ Time Frame
Opening Remarks	Opened meeting at 8:00 AM		
Consent Agenda	Review of Consent Agenda (Accepted.) All in favor – David W. - Safe Harbour amount is about \$54k and Statistics of service and media. Debating elimination of quarterly media and having C&D do an annual look over. Financial minutes handed out at meeting due to meetings this week	Motion to Accept: David, Frank	
Staff Presentation – Kathy Peters	Overdose Awareness – Balloon O’Grams Delivered to the news and radio – pins handed out Suicide Prevention month – They left their mark Recovery – activity groups in Rome, Utica and hopefully in Herkimer soon End of Recovery month – through CFLR and FOR-MV September 28, 2017 – Daniel Baldwin speaking at Munson Williams at 7pm – tickets will be available and there will be a meet and greet following with a reception.		

Respectfully submitted,
David Wojnas
Board Vice President

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Financial Report (<i>Brian R.</i>)	<p>Balance Sheet and income statement from yesterday's meeting. Assets exceed liabilities New platform for 2017 compatible's will not be easy to print out Liability no real issues, deferred revenue and deferred revenue EAP recognized as revenue as it's expended Budget has always broken even Income statement – revenue is where it should be Community Partner Grant – monies that were received in 2016 and expended in 2017. Expense –deposit for the phone system of \$20k and will financing the \$50k through the assets and pay the amount back when grant comes through. Unemployment – has been paid out a little higher this year Temp and Consulting fees are up from last year along with strategic planning with the NHC Internal budget is now in the system and will be able to have the financial reports needed</p> <p>New to the agenda – 990 Vote – Motion to accept the 990 as is -</p>	Approve Dave, Brian	
Golf Tournament	List for Golf Tournament Sponsors and Golfers		
NHC – Strategic Plan Partnership committee	Partnership committee will come back together this fall Prevention, Behavior Health, Recovery Set of interviews for staff to start in the fall to get the agency's prespective – HR, Finance, Billing		

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	<p>Capacity for Administrative services would be helpful.</p> <p>Working on coaching and styles- staff will be involved in the partnering.</p> <p>Hired Maria Panko from now until the end of the year. She will do the staff interviews, Administrative team will be done by the end of August and September will be the staff.</p>		
Critical Issues	<ol style="list-style-type: none"> 1) Mid-Year Review Some of this will be discussed at the retreat Events for Board Members to attend, ambassadorship training. Board members are struggling and are working on building on the relationship. 2) Conflict of Interest for All Board Members No changes for any board members 3) Board resignations – John and Kathy 4) Board Interim Secretary – Paul Dunn 	David, Brian Kelly, Mike	
By-Laws			
Adjourn	<p>Close meeting</p> <p>Next Board of Director's Meeting:</p> <p>September 21, 2017 at 8:00 AM</p>	Motion to Adjourn: Dave W/Paul	

Respectfully submitted,
David Wojnas
Board Vice President