

Transitions Board of Directors Minutes

Meeting held at Union County Government Center

June 27, 2023

MINUTES COMPILED AND SUBMITTED BY: Tracy Strosser, Executive Assistant

Reviewed by Secretary, Christine Dotterer

NOTE: All attachments and reports are on file with the Secretary

ATTENDANCE: P = PRESENT IN PERSON C = ON CONFERENCE CALL A = ABSENT L = ON LEAVE

	BOARD MEMBER		BOARD MEMBER		BOARD MEMBER
Р	D. Toni Byrd, President	Р	Kendra Aucker	Р	Sabra Karr
Р	Helen Nunn, Vice President	Р	Angela Brouse	Α	Marsha Lemons
P	Ed Sigl, Treasurer	Р	Anthony Butto	Α	Stacey Pearson Wharton
Α	Christine Dotterer, Secretary	Р	Amanda Gaynor	Р	Stacy Richards
Р	Mae-Ling Kranz, CEO	Α	Nancy Hartman	Р	Sheri Rippon
Р	Amy Gronlund			Р	Mary Louise Schweikert

STAFF PRESENT: Jan McGrath and Tracy Strosser

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AGENDA ITEM/SUBJECT	DISCUSSION SUMMARY	ACTION AND REQUIRED FOLLOW- UP
CALL TO ORDER (D. Toni Byrd)	The Meeting was called to order at 7:12 pm by Board President D. Toni Byrd.	
ROLL CALL	Roll call was taken by Amy Gronlund.	
SECRETARY'S REPORT (Christine Dotterer) Approval of Minutes from 5/23/2023	Minutes were previously distributed.	Motion by Amanda Gaynor: To accept the Minutes of May 23, 2023, Seconded by Mary Louise Schweikert. Motion carried.
TREASURER'S REPORT (Ed Sigl) Approval of Variance Reports	Ed presented a Variance Dashboard PowerPoint. The summary is intended to provide an abridged overview of the agency's finances. The Financial Summary contained the following slides: Key Takeaways Salary/Benefits are up 86% consistent for the organization and due to the staff bonus, turnover, and vacancies. Income is solid at 92% for the fiscal year which is higher than usual. Cash is up, Receivables are down, and we have healthy numbers for the organization. Total Assets The Vanguard account has grown after more than a year. Budget vs. Actual Spend down at the end of the fiscal year was done in a responsible manner. The Variance dashboard was previously distributed to the Board.	Motion by Sheri Rippon: To accept the Treasurer's Report for May 2023, as presented. Seconded by Kendra Aucker. Motion carried.

	Ed presented the FY23-24 Budget. • We have a balanced/break-even budget.	Motion by Mary Louise Schweikert: To approve the FY 23-24 Budget as presented. Seconded by Helen Nunn. Motion carried.
CEO/AGENCY REPORTS (Mae-Ling Kranz)	CEO and Agency Report for May 2023 were previously distributed to the Board. Mae-Ling highlighted: • She gave a staff update. • Mae-Ling shared how funding rewards are changing. • She discussed the application for a Mackenzie Scott nationwide grant for Non-Profits. • She spoke of our successful i.Am.B.R.A.V.E. summer camp, with two more camps scheduled, Big Life Journal Camp in July and i.Am.B.R.A.V.E camp in August. We will work to develop Camp Peaceworks for next summer.	Members should read Mae-Ling's and the other staff's reports and contact Mae-Ling with any questions.
STANDING COMMITTEE REPORTS		
Auction (Sheri Rippon)	Sheri spoke of the success of the well-run and organized Annual Auction. We netted over \$111,000 with the event.	
Development and Public Relations (Marsha Lemons)	Nothing to report.	
Governance (Mary Louise Schweikert)	Mary Louise presented the slate of new Board Members with the term of 7/1/2023 – 6/30/2026. Slate: Frances Magee Erin Wolfe Armenta Hinton Tina Fry	Motion by Governance Committee: To approve the Slate of new Board Members as presented. Seconded by Amy Gronlund. Motion carried.

	Mary Louise also presented the names of current Board Members up for renewal with the term of 7/1/2023 – 6/30/2016: Helen Nunn Sheri Rippon	Motion by Governance Committee: To approve the renewal of current Board Members as presented. Seconded by Kendra Aucker. Motion carried.
	She also presented the slate of Officers for the Board of Directors: Mary Louise Schweikert – President Kendra Aucker and Helen Nunn – Co-Vice Presidents Treasurer – Ed Sigl Secretary – Christine Dotterer	Motion by Governance Committee: To approve the slate of Officers to the Board as presented. Seconded by Stacy Richards. Motion carried.
	There was a discussion of mentors for the new Board Members: Sabra Karr – Erin Wolfe Helen Nunn – Tina Fry Kendra Aucker – Francy Magee Marsha Lemons – Armenta Hinton The conversation continued about improvements to the orientation process for the New Board Members. There will be a meet and greet at 6:00 pm before the August Board Meeting.	
Personnel (Helen Nunn)	Nothing to Report.	
Finance (Ed Sigl with Mae-Ling Kranz)	Mae-Ling and Ed shared the need for improvements to our Cyber Security and the next step of expenses. We have multiple servers that will not be secure or backed up as of 10/2023. Our current VPN (Virtual Private Network) does not always work. Our current firewalls are aging which reduces the security and productivity of staff. The Finance Committee is making the recommendation to approve the proposal from Real IT Care to install Microsoft Intune Azure with a quote of \$9,000.	Motion by Finance Committee: To approve the proposal from Real IT Care as presented. Seconded by Kendra Aucker. Motion carried.

NEW BUSINESS (D. Toni Byrd)	The New Board Calendar was presented.	
STAFF MEETINGS PARTICIPATION BY THE BOARD (D. Toni Byrd)	Staff meetings are held on the 1 st and the 5 th Friday of each month at 12:30 pm. Staff In-Service will be the 3 rd Friday of the month at 12:30 pm for Education. Board members interested in attending, please get in touch with Heather Over, who is facilitating the virtual meetings.	Motion by Amy Gronlund: To adjourn into Executive Session. Motion carried.
EXECUTIVE SESSION (D. Toni Byrd)	Staff was excused from the Meeting, and the Board adjourned into the Executive session at 8:08 pm.	Motion: To adjourn to Regular Session.
		Motion carried. The regular meeting of the Board resumed at 8:10 pm.
NEXT MEETING DATE (D. Toni Byrd)	The next meeting date is Tuesday, August 22, 2023, at 7:00 pm, to be held at The Union County Government Center 155 North 15 th Street.	Staff and Committee reports are due Tuesday, August 15, 2023 , at noon.
ADJOURNMENT	The Meeting was adjourned at 8:10 pm.	