



Board Meeting Minutes
Wednesday, February 15th, 2017
CEO Offices, 75 Holly Hill

In attendance and present: Kath Burgweger, Donna Byrnes, Frank Carpenteri, Jeffrey Evans, Daniel Fitzgerald, Joui Hessel, Nisha Hurst, Nancy Kail, Karen Keegan, Eileen Kim, Erin McCall, Richard Porter, Brook Urban, Diane Viton, Jill Weiner, Nancy Weissler

In attendance by phone: Elizabeth Angelone, William Finger

Not in attendance: Pamela Fornero, Patrick Kramer, Anne Silvey Francioni, Anne Sherrerd, Patrick Sullivan, Marie Woodburn

Total Board Members in attendance in person or via phone: 18 out of a possible 24

Staff Attending: David Rabin, Mary Royes

Welcome/Comments - Karen Keegan, Chair

Karen called the meeting to order at 6:11 pm.

Karen welcomed everyone and discussed the success of the new board member orientation which was held before the board meeting. Karen distributed Code of Ethics and Conflict of Interest forms to be signed and returned.

Karen brought the Board's attention to the agenda and explained to the new board members that two items that are always included in the board meeting agenda are the Fundraising and Financial Reports. She explained that during the Executive Session the Board will discuss David Rabin's performance review as February 16th is his one year anniversary.

Karen asked everyone to include Mary Royes in their emails in order to keep Mary informed of Board related items, such as scheduling meetings, etc.

Chief Executive Officer Report - David Rabin

David informed the Board that Raiser's Edge is in the cloud and the server will be going into the cloud on Friday. He explained that email will be down a couple of hours on Friday in the office. David gave his cell number in case anyone needed to reach him.

David also reported that he gave a Making Tough Choices presentation at Christ Church on Sunday.

Approval of Minutes – Nancy Weissler (on behalf of William Finger, Secretary)

Daniel Fitzgerald mentioned that his last name should be changed to Fitzgerald, from Fitzpatrick.

Nancy W. made a motion to approve the minutes of the January 25th Board Meeting. Eileen Kim seconded it. The motion passed unanimously.

Finance Committee Report - Eileen Kim, Chair

Eileen informed the Board that Financials will be posted to the portal once they are finalized. Board members will receive an email notifying them when they are posted.

Building Sale Task Force Report – Eileen Kim (on behalf of Patrick Sullivan, Chair)

Eileen reminded the group that the sale of the building had been approved by the Board on January 15th and she added that a Purchase Sale Agreement had been executed. Eileen reported that the purchaser posted a refundable deposit of \$175,000, pointing out that unless either party terminates the contract within the 30 day due diligence period, the deposit will become non-refundable on February 24th.

Short discussion ensued (see Building Sale Task Force Report for more information) during which David described several options for rental space which he and Jeremy recently visited.

Fund Development and Marketing - Brook Urban, Vice-Chair

Brook referred to Diane Viton, co-chair for the Sole Sisters Luncheon committee, to give a status update for the luncheon. Diane informed the Board that there was still no speaker. She added that all events at the Greenwich Country Club require valet parking with an associated cost of \$7,000.

Discussion ensued about the Sole Sisters Luncheon.

Brook informed the Board that during the luncheon Jill Weiner and Jan Marchand will be honored as Lifetime Sole Sisters. Karen described a recent restructuring of the Sole Sisters initiative including succession planning.

Brook distributed an updated Campaign Status report. She explained that projected numbers were reduced this year by 14%. We were able to hit our December number but were tracking 16% down. Tocqueville tracking was down (- \$160,000). Other areas of the campaign were doing well. Outstanding card values (OCV's) were still being tracked. Tocqueville was expected to be down approximately 20%. February's solicitation had been completed. Brook informed Board members that the Sole Sisters Luncheon and Golf Tournament need to be successful in order to make up for the individual giving.

Direct Impact Fundraising Report – Brook Urban

Brook informed the Board that Direct Impact was and will continue to be in the quiet phase. She informed the board that \$575,000 of the \$2.4mm goal had been raised to date, representing 23.9% of our goal. Brook reported that the DIP team was following up on several outstanding asks. Brook closed by providing the following percentages raised to date: ECAGS - 22.6% of goal (9 donors); Youth Impact - 27% of goal (5 donors) and HSTS - 23.3% of goal (2 donors).

Brook invited Board members to attend a Direct Impact meeting to offer suggestions they might have.

Discussion ensued.

Brook explained to the Board that Karen will be contacting each Board member regarding individual support for DIP.

Karen asked for new business updates and hearing none, called for a motion to adjourn the meeting.

Nancy W. made a motion to adjourn the meeting. Nisha Hurst seconded it. The motion passed unanimously.

The meeting was adjourned at 7:07pm. Executive session followed.