



## **Board Meeting Minutes** **Wednesday, January 25<sup>th</sup>, 2017**

In attendance and present: Elizabeth Angelone, Kath Burgweger, Donna Byrnes, Jeffrey Evans, Bill Finger, Pam Fornero, Karen Keegan, Eileen Kim, Mary Laughlin, Erin McCall, Ken Mifflin, Richard Porter, Anne Sherrerd, Patrick Sullivan, Brook Urban, Jill Weiner, Nancy Weissler, Marie Woodburn

2017 Slate in attendance: Frank Carpenteri, Anne Silvey Franscioni, Joui Hessel, Nancy Kail, and Diane Viton (prior to election at Annual meeting immediately following this Board meeting).

Not in attendance: Frances Deutsch, Daniel Fitzgerald, Nisha Hurst, Patrick Kramer

Total Board Members in attendance in person or via phone: 18 out of a possible 22

Staff Attending: Jeremy Nappi, David Rabin, Mary Royes, Caroline Smit

### **Welcome/Comments - Karen Keegan, Chair**

Karen called the meeting to order at 6:09 pm.

Karen welcomed everyone and gave a special welcome to the new Board Members. She also reminded the Board that all proceedings of this and all Board Meetings are confidential.

### **Approval of Minutes - Anne Sherrerd, Secretary**

No changes were made to the minutes of January 18<sup>th</sup> Board Meeting.

**Anne made a motion to approve the minutes of January 18<sup>th</sup> Board Meeting. Kath Burgweger seconded it. The motion passed with one abstaining, Nancy Weissler, who stated her reason to abstain was that she had not been present at the last Board Meeting.**

### **Chief Executive Officer Report - David Rabin**

David informed the Board of a pizza party the Greenwich Jr. United Way ("GJrUW") is having on February 1<sup>st</sup>. He asked the Board to let him know of any teens who might be interested in attending the party and possibly joining the GJrUW.

### **Fund Development and Marketing - Brook Urban, Vice-Chair**

Brook reported that campaign results have been tracking well against the 14% reduction as budgeted. She raised some concern about the Business/Professional division, while pointing out that Leadership donations are in line with budget. In addition, Greenwich Country Day School and certain other work place campaigns are still outstanding. Brook closed by explaining the importance of past and future fundraisers (Brew Ha Ha, Sole Sisters Luncheon, Golf Tournament) to overall campaign success and she reminded Board Members to email Mary in order to sign up for Weekly Donor Thank You calls.

### **Finance Committee Report - Eileen Kim, Chair**

Eileen presented the financials for the month of December.

Eileen distributed the proposed 2016/17 revised budget and pointed out a few changes that have resulted in a \$190,000 surplus over the preliminary budget which the Board had approved in June. First, as per the auditors' instruction, the \$140,000 agency allocations disbursed in November 2016 were expensed and booked in Fiscal Year 2015/16. The remaining changes included higher than budgeted IT costs, reductions in salary expenses, and the addition of building sale expenses (i.e. moving, fees, etc.). Eileen emphasized the significance of the surplus, urging the Board to consider allocating additional monies to agencies this Fiscal Year 2016/17. Discussion and questions followed.

### **Community Investment Report - Caroline Smit, Senior Program Manager**

Caroline thanked Board members Donna Byrnes, Kath Burgweger, and Karen Keegan for participating in the Community Investment Process. She went on to describe the process, highlighting recent changes and improvements, such as the new online application. The number of panels was reduced from 4 to 3, and a Finance Review Panel was re-introduced to help all involved develop a clearer understanding of the relevance of each agency's finances. She reported that there were 21 new/ returning volunteers, and she informed the Board that each volunteer will receive an evaluation to provide input to help make the process even better. She was very comfortable with the final deliberations and happy with the volunteers.

Karen distributed the volunteers' recommendations for the agencies for the Community Investment Process. The total recommended allocation for this year was \$725,000.

### **Executive Committee Proposal - Karen Keegan**

Karen introduced a proposal unanimously supported by the Executive Committee to increase the allocation pool from \$725,000 to \$745,000. She explained that the Executive Committee proposal was based on the unexpected budget surplus; volunteers' discussion during final deliberations; and key role of both Family Centers and Transportation Association of Greenwich (TAG). She distributed a revised copy of recommended allocations detailing the Executive Committee's proposed increases ranging between \$500 and \$10,000 with the largest increases going to Family Centers (\$10,000) and TAG (\$7,166), and the remainder rounding up odd allocation amounts to equal \$745,000 even. (See "2016 CIP Minutes & Allocations" link on Portal under Important Board Documents for more info). Discussion/questions ensued.

**Eileen brought the motion to approve the presented 2016/17 revised budget as follows:**

**"I move that the Board approve the 2016/2017 Annual Budget as presented with the amendments discussed here this evening. As required by our Auditors, it is important to include the following in this motion: all Greenwich United Way funding commitments are conditional based on the success of our fundraising efforts as well as each agency's adherence to both the Funding and Publicity Agreements."**

**Bill Finger seconded the motion. The motion passed unanimously.**

Karen invited Board members to announce any new business. Hearing none, Karen called for a motion to adjourn the meeting.

**Marie made a motion to adjourn the meeting. Anne seconded it. The motion passed unanimously.**  
The meeting was adjourned at 6:41pm.