



BOARD MEETING MINUTES  
Wednesday, January 22, 2020  
Greenwich Country Club

Present (18): Frank Carpenteri, Karen Chaplin, Jaime Eisenberg, Laura Erickson, William Finger, Daniel Fitzgerald, Mario Forlini, Debra Hess, Eva Maria Janerus, Nancy Kail, Eileen Kim, Nicole Kwasniewski, Erin McCall, JP Muir, Karen Scrivanos Oztemel, Anne Sherrerd, Brook Urban, Nancy Weissler

Absent (6): Shari Aser, Grace Lockhart Djuranovic, Joui Hessel, Nisha Hurst, John Maus, Diane Viton

Total Board Attendance: 18 out of 24

Staff Attending: David Rabin, Jeremy Nappi, Robert Moore, Misha Young

Guests: Timothy Drinkall, Caitlin Kraus-Long, Kirsten Riemer  
(New Board Members)

**Meeting called to order by Anne Sherrerd, Board Chair at 6:07pm.**

**Welcome & Announcements – Anne Sherrerd, Board Chair**

- Anne welcomed new Board Class of 2023.
- Thank you for donating holiday gift cards for CCI and GPAT families.
- Per Bill Finger, please return Board evaluations forms by Friday, February 14.

**Approval of Minutes – William Finger, Secretary**

Bill made a motion to approve the November 2019 Board meeting minutes. 2<sup>nd</sup> by Erin McCall. The motion passed; Nancy Kail abstained.

**CEO Report – David Rabin, CEO**

The full report available for review on the G UW board portal.

- CONFIDENTIAL: David met with YMCA Interim CEO and Board Chair regarding closure of pre-school program at St. Roch's. Plans to discuss transitioning students to YWCA, meeting to be scheduled prior to the next Board meeting.



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**Community Impact – Joui Hessel, Vice Chair**

***Grants Committee – Erin McCall, Chair***

GUW hosted Grants Writing Workshop in September 2019 to offer education with special focus on adhering to the Community Investment Process application requirements for previous grant recipients; organizations sent a representative for the training with the exception of two (2).

There was overall improvement in the quality of Fall 2019 grant applications, but not as much as the Grants Committee had hoped. Therefore, the challenge to spend fundraising dollars arose because application questions not addressed fully or not justified with submitted documents. The Grants Committee has greatly evolved and thoroughly reviews applications, financials and supporting documents to ensure responsible use of donor dollars. We are not going to issue a “blank check” or award grant monies based on our affinity for an organization or the service sector of the mission.

Many agencies did not receive the full grant request. As a result, there is an excess of \$189,000 to earmark for spending. David Rabin spoke about the Grant Committee recommendation to consider the collective impact model, which will award grant money based on a shared goal (i.e. to reduce food insecurity in Greenwich) to an agency collaborative. An RFP process will require a lead agency with 1-2 other agencies/organization for grant submission. We are looking for a maximum administrative cost of 12% to budget. Our auditors did not raise any concerns with this model. If the excess fundraising is not distributed in the collective impact grant, the second option is to have a Spring 2020 CIP grant application.

Discussed ensued. The general consensus was to move forward with the collective impact model.

**Fund Development & Marketing – Diane Viton, Vice Chair**

***Annual Fund – Jaime Eisenberg, Chair***

Brainstorming session to be scheduled with Diane Viton and Jeremy Nappi. Annual Campaign is at 72% to goal. The next solicitation is scheduled for mailing in early February.

**Finance – Eileen Kim, Vice Chair**

***Board Designated Reserve Fund (BDRF) – Mario Forlini, Chair***

BDRF quarterly call held on January 22, 2020 at 2pm with Brown Advisory. Portfolio mix is 60% stocks and 40% bonds with about 8% growth per year; current balance \$2.718 million. \$82,250 profit will be added to the Annual Fund Campaign. Eva Maria Janerus recommended that we issue an RFP for a financial advisor every 5 years.



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***Vote to The BDRF Total Return Recommendation Motion***

"I move that the Greenwich United Way Board of Directors approve the Board Designated Reserve Fund Committee total return recommendation for the appropriation of \$82,250.00. These funds will be distributed to the working capital account in accordance with the G UW Investment Policy Statement approved by the Greenwich United Way Board of Directors, October 18, 2017."

Motion by Mario Forlini and 2<sup>nd</sup> by Brook Urban. The motion passed unanimously.

***Vote to Approve the Final Budget for FY 2019-2020***

"I move that the Greenwich United Way Board of Directors approve the 2019/2020 final budget as posted on the portal and sent to all Board members in advance of this meeting. This budget includes grants in the amount of \$760,500 as presented in the Grants Committee report as posted on the portal and sent to all Board members in advance of this meeting. All Greenwich United Way funding commitments are conditional based on the success of G UW's fundraising efforts as well as each agency's adherence to both the Funding and Publicity Agreements."

Budget review conference calls held on January 13 at 4pm and January 14 at 9am.

Motion by Eileen Kim and 2<sup>nd</sup> by Debra Hess. The motion passed unanimously.

Brook Urban recognized Eileen for instituting the budget review calls in advance of meetings.

**Bylaw Revisions – William Finger, Chair of Governance**

Bill reviewed questions from the Board and discussion ensued.

- Audit Chair is selected by Board Chair
- The impact of additional time between Annual Meetings
- BDRF Committee will not include Audit Chair
- Community members (not on the Board) serving on Direct Impact Committee
- Change in Needs Assessment oversight from Community Planning Council (CPC) to Executive Committee

The vote to amend the bylaws will be postponed until the February Board meeting.

Motion to adjourn by Anne Sherrerd and 2<sup>nd</sup> by Karen Scrivanos Oztemel.

The meeting adjourned at 7:10pm.