

Catholic Charities Board of Advisors Minutes

January 16, 2018--6:00-8:00

Catholic Charities Classroom

Board Members present: Mike Vogel, Judy Kropfl, Sister Jane McConnell, Father Frank Renner, Mary Beth Vaught, Debbie Neufelder, Ruth Fritch, Elizabeth Baier, Mary Rock, Dan Niemier and Kathy Todd.

Board Members excused: Janet Fischer, Fr. Ed Schnur.

Staff present: Sharon Burns.

President Mike Vogel called the meeting to order and provided the opening prayer. Mike requested all members to introduced themselves and representing location. Mike thanked the nominating committee for their work in gaining our new members. Kathy Todd reviewed the November meeting minutes with the board. Dan Niemier suggested an edit for clarification which was made. Kathy made a motion to accept the minutes with the amendment with a second from Sister Jane.

President's Report: President Mike Vogel presented:

- **Scorecard review:** This is a tool for reviewing Catholic Charities service and support progress. The number of personnel, number of clients and donations were discussed. Sharon Burns passed around a document from JD Levy and Associates that suggested targets for donor programs.
- **Conflict of Interest Statement:** The annual IRS audit requires that all board members must sign a "Conflict of Interest Statement". Mike asked everyone to complete the attached form and return to Sharon.

Director's Report: Sharon provided the following information.

- **Personnel Update:** We hired Bianca Groves as an Outreach Specialist. She sees clients for utility, rent, medical travel and Boots4Work assistance. She starts February 5.

Carolyn Stagg resigned due to health reasons; she served as a part-time support specialist. We have hired Paula Wells to replace her. Paula will begin work at the end of the week.

We are interviewing for the counselor position and hope to make an offer this week.

We have several applicants for the social enterprise manager position.

We are posting the attorney position as Immigration and Low Income Legal Assistance.

- **Capital Campaign Update:** Sharon shared the great success of the Capital Campaign. Along with the planned \$800,000 endowment to the Catholic Foundation for Catholic Charities, the additional financial support increased the funds available for the building and social enterprise from \$2,200,000 to almost \$3,000,000. This will be a big help for the building.

Sharon has met with Bishop Siegel about the St. Teresa building. The bishop directed her to provide a detailed proposal to proceed. Sharon will be reconnecting with the Building Committee, and then setting up a special CCBOA meeting if needed to review the proposal before submitting it to the bishop.

Committee Reports:

- Marketing/PR- No report
- **Finance-** Mike Vogel reviewed the attached 2017 unaudited year-end report with the board. Mike and Sharon explained line items that were over or under budget projections. The board supported their report.
- **Nominations-No report**
- **Development – No report**
- **Social Enterprise Program- No report**
- **Social Enterprise Business-** Mike Vogel provided a progress report for the Social Enterprise Business-Handyman Program. This program model budget was established to provide 75% for wages and 25% for wrap around services (insurance, start up, vehicles, counselors, supervisors).

After a lengthy discussion, the board supported not providing paid health care benefits but having each co-worker meet with a community health care navigator. Catholic Charities will pay any fine assessed if co-workers buy coverage in the marketplace and receive a premium subsidy from the government. Afterwards the program will encourage the employers to provide health benefits.

The board reviewed the attached Manager, Handyman Business description. Sharon noted she had posted the position and some applications had come in.

- **Building- No report**
- **2018 Committee Assignments-** Judy Kropfl

Judy reviewed the different board committees' duties and procedures. New members were asked to choose committees they would like to work on. The phone conference information was reviewed for the new members. Sharon noted the convenience of adding the numbers to our phones.

Sharon noted that the Webpage has been updated and will include minutes, financials, dates, committee information, etc. She suggested that we bookmark it for easy access. No password will be needed.

Upcoming Dates:

- **Next meeting: Tuesday, March 20, 2018**
- **Other Meetings:** Tuesdays, May 15, July 17, September 18, November 20.

Closing Prayer: Judy Kropfl presented the closing prayer.

Respectfully submitted,

Kathy Todd, Secretary