

Unity Partners Board of Directors Meeting Record

When: Wednesday, April 27, 2011, 11:00 am- 1:00pm

Where: Project Unity office on 29th Street

Who:

X	Burback, Don
	Erwin, Bill
	Fifer, Danielle
	Haddox, Dick
X	Hale, Ronnie
X	Malave, Gina
X	McGuire, Jeannie
X	Parrish, Linda
	Portales, Rita

Non-Board Members Present: Ella McGruder and Gretchen Sippial of Project Unity.

Handouts: Agenda, Income and Expense by Month Charts, One Signature Checks Report, Profit and Loss YTD Comparison, United Way site visit packets.

What: The meeting was called to order at 11:25am. A quorum was present.

Chair, Don Burback, asked for approval of the March 2011 meeting minutes.

Ronnie Hale motioned that the minutes be approved.

Linda Parrish seconded; motion carried by unanimous vote.

Finance Report: Gretchen Sippial presented the finance report documents; board reviewed one signature checks report. Gretchen advised the board that the annual audit was in progress and that the deadline for the single audit was May 31, 2011. Gretchen also announced that several board suggestions had been implemented – liability insurance coverage is now on a monthly payment plan as opposed to an annual lump sum; an account at Postal Plus had been set up so that postage costs needn't be an out-of-pocket expense for later reimbursement; and all grants had been billed in the first week of April rather than staggered throughout the month and this early billing practice will continue.

President's Report: Jeannie McGuire presented the Senate and House budget bills, pointing out that Texas child abuse and neglect prevention programs were faced with an overall cut of 20% (35% in TFTS, 60% in Family Strengthening). While that news is grim, how those cuts will be spread has yet to be determined. The board discussed what strategies might be used to influence the distribution of the cuts. Ronnie suggested that Jeannie and Gretchen craft a letter for his signature and addressed to Senator Ogden. The letter should open with an emotional plea followed by facts and close with a call for action. Ronnie offered to hand deliver this letter to Senator Ogden. All present agreed that this was a sound approach.

Jeannie also presented the packet prepared for the United Way Allocation Committee site visit that would be occurring later in the afternoon. Don said he'd be present for the visit and Gina Malave agreed to stay as well.

Following Jeannie's presentation, she and Ella McGruder left the meeting and the board members continued with finalization of Jeannie's annual performance evaluation. The assessment had been handled primarily through email communication; final copy was approved by the board at the meeting. Board members emphasized that the evaluation was meritorious, but tabled discussion of a salary increase pending the outcome of the State budget and the effects that will have on Project Unity's grant income; Gretchen will gather data for the board to use to inform their salary discussion.

The meeting was adjourned at 12:20 pm