

Washington Hancock Community Agency  
 Meeting of the Board of Directors, April 28, 2015

<b>Called to Order: pm</b>		
I. Roll call and introductions		<b>Quorum established</b>
II. Approval of Board Meeting Minutes from March 31, 2015 <b>Discussion:</b> <b>Action:</b> Martha Beatham motioned to accept as written Theresa Brown seconded, motion carried.		
III. Items for Board Action (Old Business)		
1. To approve the temporary closing of the Incubator Without Walls (IWW) Program. <b>Discussion:</b> Craig Schoppe, Amanda Look, Joann Weber, and Barbara Clark met to discuss closing down the Incubator Without Walls (IWW) program and to discuss that there are other business training opportunities in both counties provided by other entities. The group recommends that IWW be temporarily closed. Joann Weber emphasized that we not close the program down but instead close “temporarily” and restructure it. <b>Action:</b> Theresa Brown motioned to suspend the IWW Program temporarily (six months) and to look for further opportunities of funding in this time. Ruth Sousa seconded, motion carried.		
IV. Items for Board Action (New Business)		
1. To review and approve the revised CSBG Budget for FY 14/15 <b>Discussion:</b> Mark presented the new budget and explained the revisions to the budget that was approved by the board for FY 2014. Major changes are decrease funding for IWW and Loan Officer and reallocated those funds to Nurse Bridging Program and the remainder to Elder Services. Betsey Fitzgerald asked what the services for Elders Services being funded. Mark stated that we would be funding the At Home Downeast Volunteer Coordinator and Friendship Cottage deficit. Bunny wanted to know what Customer Services funding was. Mark explained that it was the salary of the Ellsworth Receptionist. <b>Action:</b> Bunny Richards motioned to approve revised budget, Martha Beatham seconded, motioned carried.		
V. Reports		
1. President’s Report – Betsy Fitzgerald – Betsey Fitzgerald noted that this was Craig Schoppe’s last meeting and thanked him for his service. On behalf of the board she presented him with a clock. Craig noted that he would be attending the monthly meetings in the future as a non-voting member. 2. Financial Coach - Tom Stewart. Welcome to Tom. He is employed by the Armed Forces Services Corporation. WHCA and Northern Maine Development Corporation hosted the sites where Tom will provide his services. Tom’s will also be meeting with clients in Washington County. He explained that financial		

coaching is providing regular one-on-one sessions with clients in order to “coach” performance improvements to meet the goals of the client. Coaching is differentiated from counseling in that coaches are not “experts”, but instead they provide encouragement and monitoring over advice, and do so in process largely driven by the client. He can meet with the consumer as many times that they need to reach their goals. Tom will be spending two days a week at WHCA, two days at EMDC, and one day in Orland supporting the laid off mill workers. Bunny asked if Tom will be able to travel to meet people where they are. Tom said that WHCA and he are working on getting Tom out in community. Mark explained that the program doesn’t fund travel, but that we are working on ways to fund Tom’s travel. There was further discussion about the need for these services especially in Washington County and about referrals to Tom. Amanda requested that we put together a quick sell sheet of what Tom does and his services to present to other social services. Tom will be forwarding that to Mark who will email to the board.

3. Development Committee – David Sanderson – David asked if any of the board had any experiences in the community with the Bucket Booklet. No response. David said that they had discussed that things have stalled since Sarah left and that Development Department was presently understaffed. David said that Mark agreed to hire a Development Assistant for Joe. Mark has interviewed for the position and has made an offer to one of the applicants and should know tomorrow if the candidate will take the position. It was reported by Joe that the Bucket had raised approximately \$4000 to date. David asked if any of the board had any stories of putting out the Bucket Booklet. Martha has put them on the board at SHAWs and in the women’s room at Ellsworth Public Library. Ron gave to his board at Everybody Eats. Craig handed them out to friends and acquaintances. Ruth handed out an article from the BDN about how to get charities to give you more. There was discussion by several board members about how important it is to say thank you for all the donations we receive and that the addition of the Development Assistant we hire will be able to keep up with that better. Joann wanted to know if anything had happened with Barbara Clark’s idea to have a publicity event to promote the Bucket Project. No action has been taken to that effect.
4. Finance Committee – Amanda Look – Amanda and Kelsey weren’t at the last meeting and asked Martha to review. Martha deferred to Kevin.
5. Executive Directors Report – Mark Green – We were not approved for funding for the Supportive Services Grant (MaineHousing) to renovate the Milbridge office. We hired a Family Advocate, Ida Davis, who prior to being hired was a bus driver for WHCA. She will start May 4<sup>th</sup>. Ida will be attending the May board meeting. Housing/Veteran Service have signed a Memorandum of Understanding with Easter Seals to provide case management services to rural veterans.
6. Finance Directors Report – Kevin Bean – The deficit decreased this month. We received over \$400,000 AR from Logisticare. Cash increased this month. There is almost \$500,000 in cash. Right now we are waiting on billings from Supportive Services for Veterans (SSVF). We are presently only 2 % over

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<p>budget. HHG deficit due to inactivity of loans and repossession collections. FC deficit is higher than expected due to low enrollment and billable hours, but enrollment is picking up.</p> <p>7. Written Reports.</p> <ul style="list-style-type: none"><li>a. LiHEAP Report</li><li>b. Friendship Cottage Report</li><li>c. Downeast Business Alliance</li><li>d. Development and Community Services</li><li>e. Transportation</li><li>f. Housing and Veteran's Services</li></ul>		
<p><b>VI. Business meeting adjourned at 6:30 pm</b></p>		<p>Ron King made the motion to adjourn.</p>
<p>Respectfully submitted, Bobbi Harris, Special Projects/HR Director</p>		