



Board of Directors Meeting

Zoom Meeting – Friday, October 16, 2020

In attendance:

Board Members: Gordon Quinn, Kandy Tranghese, Tom Duke, Pamela Fernandes, Ryan Barry, Meg Beturne, Ed Garibian, John Morse, Cathy Rossi, Mark Germain, John Pappas, Chris Fager, Kimberley Broderick, Brian Canina, Darcy Fortune Young, Karen Rossi, Tracey Gainer Talbert, Jane Hetzel and Sean O’Connell

Staff: Will Dávila, Brenda Trierweiler and Colleen Callan

The Board of Directors Meeting began at 8:05 am.

Gordon Quinn welcomed all, including new Executive Director Dr. William (Will) A. Dávila.

Gordon asked for a motion to approve the Consent Agenda, including the minutes from the August 31, 2020 Board of Directors meeting minutes, Financials and the minutes from the Finance, Personnel/ Human Resources and Community Relations Committees. The motion was made by Brian Canina; Tom Duke seconded and all approved.

Will provided the following Executive Director Report to the Board of Directors:

- The budget has been Will’s primary focus in the first couple weeks of the position.
- Will has begun to reach out to the community, including Senator Eric Lesser, who is optimistic for FY2021.
- Cynthia Wallace, Executive Assistant will be reaching out to all of the Board of Directors to setup meetings with Will. Will will also be reaching out to the programs in the coming weeks.
- Will is currently reviewing the Strategic Plan.
- Will and Gordon will be having weekly meetings to keep each other updated.

The meeting then moved to the Financial Review, which was conducted by Brian and Brenda. Brian noted that the FY2021 budget projected a loss of \$610,841.55. The deficit is due to the loss of census numbers and the challenges of COVID-19. Brian further noted that The Children’s Study Home received 1.2 million from the PPP Loan, which he looks to have forgiven. The YTD net surplus/ (deficit) from operations, for the month ending August 31, 2020 is (\$120,048). The YTD net operating income (deficit) for the same time last year, was (\$98,900). The most notable programmatic variances from FY 2020 to FY 2021: Cottage (up, \$56,667); SHARP (down \$24,042); Mill Pond School-Berkshire Campus (up \$29,836); and Curtis Blake Day School (down, \$47,470). Will noted that he has worked with Brenda closely to tighten the budget and have eliminated some positions.

The FY2021 was presented and provided to the Board of Directors. Gordon asked for a motion to approve the FY2021 Budget. The motion was made by Mark Germain; John Pappas seconded and all approved.

Pamela Fernandes reported on the Community Relations Committee and event updates. Pam noted that the 32nd Annual Excel Open Golf Tournament was a great success! The weather was beautiful, the new venue was a great and all attendees enjoyed. The tournament's total income was \$55,875; total income after expenses was \$34,700. Other events held in 2019, such as the bowling fundraiser and the art show have been cancelled due to COVID-19. Secret Santa is quickly approaching. Colleen will be promoting, reaching out to the community and Board of Directors for their support in sponsoring a child. Pam urged everyone to promote the program and refer friends and family to sponsor. Tom made a statement of thanks to Pam, all the Board of Directors and Colleen for far surpassing golf tournament expectations, especially during the pandemic.

John Morse reported on the Personnel & Human Resources Committee. John thanked Traci Gaynor for the wonderful *Managers Series: Converging A Way to Connect Differences*. It was further noted that CSH is in the process of hiring IA's for the residential programs to assist the kids with remote learning. Interns will also be brought in to assist with residential. The biggest primary goal is to attract new employees and retain them.

The next Board of Directors Zoom Meeting will be on Friday, December 4, 2020 at 8:00am.

Gordon then excused Brenda and Colleen for the Board of Directors' Executive Committee Meeting.