

**MINUTES OF SEPTEMBER 17, 2014 BOARD MEETING
OF HEARTS AND LIVES**

CALL TO ORDER

Ken Decroo Chairman called the Meeting to order at 9:03 a.m.

Present were Dave Stuart, Executive Director and Board Members Tom Bachman, Mack Braden, Ken Decroo, Dick Jenkins, Ira Maser, and Patti McGonigle.

Absent were Ginny Durand and Cynthia Carley.

INTRODUCTION OF GUESTS

Item No. 2 was the “Introduction of Guest”, and there were no guests present to introduce.

APPROVAL OF MINUTES – AUGUST 20, 2014

Item No. 3 was the “Approval of Minutes – August 20, 2014”. Ira Maser made a Motion to approve the Minutes and Dick Jenkins seconded the Motion. The Minutes of September 17, 2014 were approved with Patti McGonigle abstaining.

DISCUSS KEN REMAINING ON BOARD AND CONTINUE ON AS BOARD CHAIR

Item No. 4 was the above entitled matter. A discussion ensued regarding whether the Board desired Ken Decroo to remain on the Board and whether the Board wanted to continue Mr. Decroo as Chairman/Presiding Officer. Mr. Decroo’s expertise and knowledge of potential programs and the benefit to Hearts & lives was discussed along with his assistance in the Mandatory Proposal for an RFP for First 5 funds. There was unanimous consensus that the Board desired to continue the Board with Mr. Decroo as Chairman/Presiding officer.

REVIEW & APPROVE FINANCIAL STATEMENT

Item No. 5 was the above entitled matter and the first item discussed under this section was item No. 1 –Auditors Report.

Ira Maser reviewed the Auditor’s Communication Letter by Smith Marion & Company, and discussed various components of the letter. Mr. Maser answered various questions regarding the Auditor’s Letter and the Independent Auditors’ Report. The Summary and Evaluation comments were further discussed, and Tom Bachman made a Motion to approve the Auditors Report and Mack Braden seconded the Motion. The Auditors Report was approved by unanimous vote.

No. 2-Monthly Financials was the next item under this section, and Ira Maser reviewed the Balance Sheet, Profit & loss Statement and Year to Date Comparison. A discussion ensued on the accrued vacation and the desire to encourage employees to use vacation time on the books. The Board suggested monitoring the accrued vacation and Dave Stuart assured the Board that Staff did monitor all accrued vacation. After further discussion on various parts of the Monthly Financials, Tom Bachman made a Motion to approve the Monthly Financials, and Dick Jenkins seconded the Motion. The Financials were approved by unanimous vote.

EXECUTIVE DIRECTOR'S REPORT

Item No. 6 was "Executive Director's Report". Dave Stuart led a lengthy discussion on the various items and programs, and offered to answer any questions from the Board.

OLD ITEMS

A brief discussion was held on the Board Code of Conduct, and the DBH Annual Program Review FY 2013-2014.

NEW ITEMS

The Board discussed the First 5 RFP, and a discussion ensued on the RFP.

In addition there was a discussion under this item on Potential Board Members, and the general consensus was that the Board would not seek to add additional Board Members at this time, but if a Board Member that would be of benefit to Hearts & Lives became available, then that person would be considered.

The next Board Meeting was set for October 15th, 2014 at 9:00 a.m. at the Lakeside Church.

A Motion was made by Ira Maser to adjourn the meeting, and the Meeting adjourned at 10:40 a.m.

Minutes prepared by Patti McGonigle.