



The Family Tree

Annual Board Meeting

June 1, 2021

5:30 pm to 7:00 pm

Location: Irvine Nature Center

Reception Immediately Following

MEMBERS PRESENT: Sally Bauer, Stephanie Adler, Rich Barth, Doug Brinkley, Paul Cooper, Kyle Gore, Charlene Hayes, Adrian Johnson, Pat & Don Kirk, Gary Marino, Stephanie McCormick, Hunter McIntyre, Mike Medinger, Andrew Michael, Tom Peltier, Linda Robeson, Steve Shaw, Josh Slater, Lois Shofer, Sarah Sheckells, Brian Weatherford, Sarah Woods, Stefanie Woodhouse

MEMBERS EXCUSED: Jeanne Aarsand, Peter Fillat, Chris Johnson, Sarah Kahl, Tom McDonald, John Meyerhoff, Sean Murphy, Charles Roebuck, Scott Robinson, Ann Rosenberg, Brad Downs, Tom Hauser, Dennis Graul, Ellen Macks, Erik Nachbahr, Betsy Sherman, Xandy Waesche, Liz Wurster

STAFF PRESENT: Mary Francioli, Stacey Brown, Allie Cook, Connie Anderton, Kelley Harrison, Phil Saracino, Erik Weber

AGENDA

1. Welcome & Approval of Consent Agenda – Sally Bauer 5:30 – 5:40 pm
 - A. Minutes from April 13, 2021 Board Meeting
 - B. Minutes from May 25, 2021 Executive Committee
2. Executive Director's Report – Pat Cronin 5:40 – 5:50 pm
 - A. Moving Families Forward Report
 - B. Approve FY22 Strategic Plan
3. Annual Business
 - A. Approval of FY 2022 Operating Budget – Chris Johnson
 - B. Approval of Leadership FY 2022 – Kyle Gore
 - C. Approval of Board Terms FY 2022 - 2024 – Steve Shaw
4. Event Update – Steve Shaw & Stefanie Woodhouse 5:50 – 6:00 pm
 - A. Sip & Savor
 - B. Brent A. Rosenberg Lace Up to End Child Abuse

Reception Break

5. Accomplishments & Special Recognition – Sally Bauer 6:30 – 6:50 pm
6. Presentation of the Gavel – Sally Bauer 6:50 – 7:00 pm

Important Dates

Saturday, October 9 at 6:00 pm – Sip and Savor – Revel in Community

Saturday, October 30 – Lace Up to End Child Abuse

Recorder: Allie Cook

ISSUE #1: Welcome & Approval of Consent Agenda

SUMMARY OF DISCUSSION: Sally Bauer welcomed everyone to the meeting and thanked them for joining us. We are so thankful to be able to safely gather in person. Sally thanked the Brinkley's for underwriting the event space and thanked the staff for getting everything set up beautifully.

Sally asked everyone to review the board meeting minutes from April 13th and the Executive committee meetings from May 25th. Lois Shofer moved to approve, and Andrew Michael seconded.

ISSUE #2: Executive Director's Report

SUMMARY OF DISCUSSION: Pat gave a report about what we have accomplished as an organization over the last year. She started by thanking Sally for all of her hard work and support over the last few years.

Stacey and Mary went over the strategic plan for next year at the last board meeting. Pat asked if we could get a motion to approve, Lois Shofer moved, and Sally Bauer seconded.

Pat asked the board to please take some time to review our impact report, it is in the packet. We will make it look nice and send it out to our major donors in the coming weeks. Pat spoke about how two years ago at our annual meeting, the board gave us approval to absorb BCCRC and it has been such a wonderful addition to our programs and services. Childcare was one of the industries his really hard during the pandemic. 98% of the providers BCCRC helps are people of color and most providers are having a hard time getting back off the ground, many will never re-open. BCCRC is working on a new boost program to get people trained and licensed quickly so that as we all start re-opening, childcare is available. We are bringing in a childcare business consultant to help with the administrative training. The next program to highlight is Family Connects Maryland. We have been operating this for 6 years now and for so long we paid for it with private funding. We were in the middle of our clinical trial when the pandemic hit so our numbers were a little harder to manage. We did conclude children and moms who completed our programs had fewer emergency room visits than those who did not. Baltimore City has bad maternal health numbers, so we were really thrilled that moms also did not check themselves into the emergency room. Another wonderful conclusion was that parents who completed out programs read to their children more frequently than those who did not. We will have a final write up coming from UMD School of Social Work. We are also excited to announce that we have received government funding for this program and to expand into Baltimore County.

Using Zoom in our programs have really helped improve our reach and expanded to new counties. Our Healthy Families program has received funding to provide housing support to our clients. This population specifically has often struggled with housing stability so this money will help with rent, or down payments. Too often our moms are couch surfing, so this gives them an opportunity to provide a stable home for their children. We hope to have this funding for about a year and a half.

We have received the CITC grant again after not being awarded them for the last few years. We were awarded \$40,000 this year. This is a great program for donors and for us because it helps us get bigger amounts from donors.

ISSUE #3: Annual Business SUMMARY OF DISCUSSION:

Budget:

Phil spoke about the budget for FY22. The finance and executive committee have both looked this over and approved. The packet includes the operating results through May. We should be set through the end of the year; the PPP loans were forgiven which is what gave us the ability to cancel the Great Chefs' Dinner. We are in a good financial position and have about 6 months of cash on hand. The FY22 line-item budget is based on managements estimates. We have some payments to make as we continue to open the office in a hybrid setting in September. Our budget for next year is \$4.5 million which is a new high for TFT. It is about a 21% increase over last year. As Pat mentioned earlier, we have 2 new grants that help us cover some of this new increase. As usual, salary is the biggest expense we have. This year we will be at 51.4 FTE (3 new employees from the Family Connects Maryland expansion). This also includes a 2% COLA increase for all employees. We were not able to provide this last year. This budget also assumes that we maintain government funding, and this looks like we should be good to help. This also assumes that we are able to hold 3 events, but we did budget very conservatively. This will be 46% government funding, and 54% private funding. We spend 74% on Salary and Fringe benefits and 19% on everything else.

The packet also includes a capital budget, this mostly includes building and IT improvements. We do have some foundation asks out to cover these critical needs. This will help with security and laptops. As for the technology spending, we have two big spends. One is to redo the conference room to allow hybrid meeting opportunities. The second is to create an app for parents. Lois Shofer asked how these expenses allow for expansion. Could we connect with another nonprofit in Western Maryland? We did not budget for this, but we are always looking for new partnerships. Adrian Johnson asked what we are doing to prevent Cyberthreats. We work with Helion on this. They have just added a layer of 24/7 monitoring on computers. They see problems and stop them immediately. Pat Cronin added a comment about the 3 additional positions mentioned before. These were filled positions that all left during the pandemic. We froze all non-government funded positions during this time. We are very excited to bring them back. Our ACE coordinator will really help our expansion and continue to develop deeper partnerships with University of Maryland. This budget also allows us to create a partnership with a media firm and a better advocacy plan.

Phil asked for a motion to approve the operating budget. Lois Shofer moved to approve, Andrew Michael seconded. Phil asked for a motion to approve the capital budget, Lois Shofer moved, Tom Peltier seconded.

Leadership:

Kyle Gore read out the leadership. Tom Peltier will be president, Chris Johnson will be First Vice President, Sarah Sheckells will be Second Vice President, Andrew Michael will be Treasurer, Scott Robinson will be Secretary. Kyle moved on to read the committee chairs out. Josh Slater and Sally Bauer will chair development, Tom Peltier will be the chair of Executive, Andrew Michael will chair Finance and Facilities committee, Charlene Hayes will chair HR, Sarah Woods and Stefanie Woodhouse will chair Marketing and Public Relations, Steve Shaw and Kyle Gore will chair nominating, John Meyerhoff will chair Program and Research.

Steve Shaw spoke about how they like the idea of having two leaders because life is so busy. It helps to have a team running the committee. In the past we have had people move up the leadership in a specific way, but we decided we need a deeper bench and we need to get people

prepared to be leaders. That is why we changed up some of the committee chairs and added a second VP.

Kyle asked for a motion to approve, Lois Shofer moved and Gary Marino seconded.

Next, we spoke about board terms expiring. We have some good news some bad news. When you join the board, we do a one-year term. We love what Rick brings to the table and he likes us too so he will recommit for a three-year term. Peter Fillat, John Meyerhoff, Andrew Michael, Sean Murphy, Betsy Sherman, Lois Shofer, and Brian Weatherford will all be renewing for a three-year group. We are so excited to have this group recommitted. Unfortunately, we do have three resignations this year, Dennis Graul, Stephanie McCormick, and Adrian Johnson. These three have been wonderful board members and will stay involved. We are so thankful to have them all and will really miss them.

Steve asked for a motion to approve, Sally Bauer moved, and Gary Marino seconded.

ISSUE #4: Sip and Savor

SUMMARY OF DISCUSSION: This year we wanted to do something different, so we decided to give it a shot. When we first were thinking of this, it was a casual outside event. As we started planning this really evolved when we secured our chairs. The chairs will be Becky and Ashton Newhall and Mohan and XXX Suntha. The goal is to have fun and raise money. This event is experimental, but it will teach us either way. Sip and Savor is on October 9th and Blue's Traveler will play. The Newhall's are helping fund some of the expenses. We are bringing in a Sushi guy from New York. This funding different than normal, we are allowing people to sponsor specific things like drink stations or possibly hot air balloon rides. We know it is a big ask to sponsor this event. We are trying to sell the event out just from sponsorships. As we get closer and to the event and can possibly add numbers, we will think about it. We need to figure out how to keep this event safe. Sagamore Farms is stunning, and the view is amazing. What we are asking of the board it to secure at least one sponsor each and pray for good weather. Mary thanked the board members who moved their money from Great Chefs to Sip and Savor. We have secured just under \$350K so far.

ISSUE #5: Brent A. Rosenberg Lace Up Against Child Abuse 5K

SUMMARY OF DISCUSSION: Stefanie Woodhouse spoke about Lace Up to End Child Abuse. Stef said as we are trying new things in the pandemic, we launched our virtual 5K last year. We had a lot of success with this event. This year we are thankful to have Hunter McIntyre and Brad Downs join as Co-Chairs of the event. This will take place at the Ravens Stadium or virtually, and we will offer a hybrid option. We build a lot of awareness of the event outside of Baltimore, so that is why we still want to keep that momentum going. This will take place October 30th. The budget has us at \$40K, but we raised \$50K last year, and Stef is confident that we will do that or better again this year!

Meeting adjourned at 6:31pm.