



LCHAY

Lane Coalition for Healthy Active Youth

Board of Directors Meeting Agenda

May 8, 2008

12:00-1:30 PM

Amazon Community Center

Board Directors Present: Jimmy Unger, Terry Brooks, Susan Ban, Loren Barlow, Marion Diermeyer, Beth Gerot, Colt Gill, Keith Hollenbeck, Jennifer Jordan, Hillary Kittleson, Jorge Navarro, Althea Olds Selover, Lee Shoemaker, Brian Terrett

Staff Present: Laurie Trieger, Sarah Cribbs

Guest: Bob Keefer- Superintendent, Willamalane Park & Recreation District

1. Housekeeping

Board introduced themselves to Bob Keefer (a potential new board member), reviewed the agenda for the meeting and made announcements. Laurie reminded the Board about upcoming the non-profit advocacy workshop; and distributed copies of Willamette Farm and Food's 2008 Locally Grown directory. Lynn Fessenden granted LCHAY a free advertisement space on page 17. LCHAY is also listed in the community resource section. Terry announced that the Oregon Academy of Pediatrics is going to provide DPT vaccine through a partnership.

Board approved the April minutes with amendment to the spelling of Karen Gillette's name. Motion to approve by Susan Ban, seconded by Loren Barlow; minutes unanimously approved.

2. Director's Report

Healthy Active Oregon: Jennifer, Terry, Lee and Laurie attended this year and reported back to the Board on their experiences.

Northwest Community Changes Opportunity: Northwest Health Foundation has invited Laurie to participate in a Kaiser Permanente funded technical assistance grant project. The project will help with project and organizational evaluation and will help position and prepare LCHAY for future grant opportunities. Grant dollars are to offset a portion of Laurie's FTE for the project.

Board agreed to have LCHAY be "recipient charity" for proceeds from the Wonders of Walking Event July 19.

Laurie is working with Sacred Heart Foundation and Peace Health legal department to draw up fiscal sponsorship agreement between LCHAY and the Foundation. Susan mentioned that the Foundation Board is willing to bridge the time before LCHAY finds a permanent fiscal home rather than continuing the arrangement in perpetuity.

Laurie also discussed possibility and readiness of LCHAY becoming a 501(c)3 tax exempt organization. There are many factors associated with this that the Board needs to discuss. The executive committee will review details and have further conversation at a future meeting with the full Board.

Update and discussion on LCHAY office location situation- Due to county budget crises, now is not a good time to pursue Lane County Public Health office space. Lee commented that there might be in-kind space available with City Public Works Dept after they move into their new offices later this year. Marion stated that there might be free space available in private practice medical offices on Darlene Lane. Loren and

Susan attended the Community Health Committee meeting where they discussed offering LCHAY in-kind support, possibly to include office space at Campus location after hospital moves to River Bend facility. Loren and Susan stated there was a strong interest and LCHAY should know something in the next month. Laurie will stay in touch with all possibilities and perhaps present any updates to the Board in June.

Staff update- Sarah is leaving after the next Board meeting to conduct her dissertation work. Heidi is going to stay on at reduced hours (due to other job time commitments). Once office space is secured, a second support person will be hired.

Springfield Farmer's Market update- Laurie is attending weekly organizing meetings LCHAY will support market with outreach and messaging and by conducting interactive consumer surveys and market assessments periodically throughout the season. The market will run Fridays, mid-June through October.

Northwest Health Foundation's site visit at Health Policy Research NW went extremely well, we will learn if that grant is awarded in June. If funded, project work would begin immediately with LCHAY's most intensive work beginning in October and lasting approximately one year.

3. Executive Committee Report

The Executive Committee met 2 weeks ago. Much of the time was spent conducting the Executive Director's evaluation.

Executive Committee recommends increasing the ED's FTE to .85 effective May 1st and providing ED a monthly reimbursement for phone, internet and other home office expenses. Jennifer moved to approve, Lee seconded; Board approved unanimously.

Jimmy shared a list of Board Policies that emerged out of the TACs training attended by Jorge, Jimmy, and Laurie. Board will examine these for a future Board discussion.

(Brian Terrett left the meeting)

4. Budget/Finance Committee Report

Jennifer reported that Budget and Finance had their first meeting in late April and discussed the purpose of the committee and reviewed LCHAY's current funding sources and fiscal condition. Laurie presented the proposed 2008-2009 detailed budget noting at present there are no benefits offered and that we might consider this as the organization develops. Terry suggested adding a training general operating line item for board training and development.

Beth moved to adopt the budget, Lee seconded, Board approved.

(Susan Ban left the meeting)

5. Board Committees

Jimmy discussed what committees are needed and who will serve on them. Executive Committee recommends forming the following committees: Resource Development, Program Planning and an ad hoc Board Policy Task Team.

Hillary questioned where legislative policy advocacy fit? Laurie stated that this could be function of program planning committee with information and recommendations forwarded to full board meetings.

Terry sees a need for a group assigned to keep up with research, review of literature and trends in the field of obesity and chronic disease prevention. Laurie sees that potentially as another

program planning sub-committee as well as a great opportunity to put out a call to the larger coalition for their involvement in this area. Terry would like to see a Research Committee. Jorge wonders if this should be part of Board Development. Jimmy recommended placing a research committee under the program committee. Terry responded that it depends on the level of priority identified by Board and committee. Colt suggested that as a separate committee the work might become more cumbersome in discussions, and where research informs program decisions. Jennifer stated that she also saw this as part of the E.D.'s job, as it was part of the E.D. evaluation. Hillary suggested looking at the committees from the frame of LCHAY being a young organization where most of the committees are for the survival of the organization and the research can be part of the programming committee.

Jimmy and Laurie both stated they see committees as Board led but some also involving coalition/community partners.

Beth stated that legislative policy needs to be a part of board committees.

(Loren Barlow left the meeting)

6. Guest

Prospective Board Director Bob Keefer, Superintendent of Willamalane Park & Recreation District Bob introduced himself and shared about his background, expertise and interest areas and they pertain to LCHAY's work.

Keith moved to nominate Bob to serve on the Board, Jimmy seconded; Board unanimously approved.

Next regularly scheduled board meeting is Thursday June 12, 12-1:30pm