



LCHAY
Lane Coalition for Healthy Active Youth

LCHAY Board of Directors Meeting Minutes
April 9, 2009
12:00-1:30 PM

Board Present: Jimmy Unger, Jennifer Jordan, Hillary Kittleson, Susan Ban, Lee Shoemaker, Jorge Navarro, Marion Diermayer, , Loren Barlow, Loren Barlow,

Board Absent: Althea Olds, Bob Keefer, Beth Gerot, Keith Hollenbeck, Colt Gill

Guest: Rueben Mayes

Staff Present: Laurie Trieger

Call to Order: President Jimmy Unger called the board to order at 12:04 and reviewed the agenda. A quorum of the board was present.

Announcements: Jimmy announced that Althea Olds has resigned from the board.

Minutes: The March minutes were approved as circulated by unanimous vote.

Director's Report: Laurie gave the directors report highlighting several activities:

1. The Tax Exempt status has been approved for LCHAY. The next step is to form an implementation committee. The committee will plan the full implementation of tax exempt corporate status including opening checking accounts, setting up payroll systems, developing processes that will comply with BOLI and IRS. The committee will meet with Sacred Heart Foundation to reconcile funds. Laurie is working with the bookkeeper to get LCHAY's financial records in order. All of these steps will take several months to complete.
2. OHVI Run – Laurie reported that Sarah Grall of OHVI has indicated an interest in scheduling a fall fund-raising run for LCHAY. Laurie and Sarah are working on finding a date in September or October.
3. OPT Grant. Laurie reported on the most recent forum in Trainsong. The participation is enthusiastic and there is evidence of community building. The forums continue monthly until November at which point the grant will work on evaluation and building the toolkit.
4. Monroe Middle School Letter to the Editor. Laurie distributed a packet of letters written by Monroe Middle School students about junk food vending machines in teachers' lounges. One of the students letters was submitted and printed in the RG with signatures from all the classmates.
5. Upstream Public Health has scheduled a two day training on health impact assessments and has invited Laurie to attend.

Committee Reports:

Executive Committee – Jimmy reported that the Executive Committee discussed board composition, recruitment and absenteeism. The committee also discussed the process of bringing new members to the board for consideration. Jimmy and Laurie have an appointment scheduled with one board prospect. The committee looked at the draft budget and reviewed the agenda plan for the LCHAY full board meeting.

Run Walk Committee – Lee reported that the committee will meet next week.

Resource Development – Jimmy introduced Rueben Mayes who is chairing the Resource Development committee and is a candidate for the board. Rueben introduced himself and described his background and his passion for philanthropy. He described his personal and professional reasons for wanting to work with LCHAY. The Resource Development committee is meeting in another week with an extensive agenda. Rueben reported that LCHAY needs more key influencers in the community. He described the need for LCHAY to clearly articulate a dream for the coming years. He will work with the committee and the board to build a list of potential donors and develop a platform, strategy and plan for developing a donor base.

Budget/Finance – Hillary reported that the committee met with Jennifer, Keith, Colt and Hillary present. She described the committee process of starting with known revenues and the working capital that will carry over. The committee did an analysis of the expenditures incorporating what is known and creating a reserve for adjustments in personnel. The board discussed the budget assumptions and provided some direction for the committee, in particular increasing the allocation available for support staff FTE. Hillary noted that a program work plan is needed before the board can identify specific position descriptions or hours needed. Board directors suggested that the fund raising and grant goals were modest. The new status of LCHAY as a non-profit will require some additional expenses in personnel and insurance categories. It may be possible to identify additional revenue sources to underwrite advocacy work (such as membership dues). Jennifer noted that the work plans for LCHAY overlap with the Public Health work plans which allow for some funding opportunities. Loren advised the group to “make no small plans” and encouraged designing dreams that would capture the community’s imagination. The budget does not need to be adopted until June. The committee will revise and bring the budget back for additional review at the next meeting. Jimmy expressed appreciation to the committee for their hard work. The budget presentation is very clear.

Board discussion:

Menu Labeling – There was a good turnout at the Tuesday Round Table. Laurie is encouraging supporters to communicate with commissioners. Jennifer will have “smart menu/smart choices” buttons available at the public hearing on April 15 at 1:30. This is the second reading and the first public hearing for the menu labeling initiative. The Board of County Commissioners is still learning how to operate as a county Board of Health. The parallel process of the state initiative is complementary to the local initiative effort. Laurie is drafting an Op Ed for the Register Guard which would be published under Public Health Dr. Sarah Hendrickson’s name. Laurie and Jennifer identified other ways for the community to get involved at a local and state level.

Advocacy Policy – Due to limited time, the board was encouraged to read the policy in preparation for the next LCHAY board meeting in May.

Elections:

It was moved, seconded and unanimously approved that Rueben Mayes be elected a Board Director for LCHAY, class of 2012.

It was moved, seconded and unanimously approved that the class of 2009 be unanimously approved for an additional term. Susan, Keith and Lee will continue in the class of 2012.

The slate of officers as presented was moved, seconded and unanimously approved. Susan as Chair, Colt as Vice Chair and Hillary as Secretary/Treasurer will serve one year terms.

Laurie acknowledged Beth Gerot and Jimmy Unger for their service during the formative years of LCHAY as an independent non-profit and presented Jimmy with a plaque honoring his service. Beth is leaving the Board and will be given a certificate of appreciation. Jimmy is ending his term as the inaugural Chair for the organization and will continue as Past Chair.

The meeting was adjourned at 1:30 p.m.

Minutes respectfully submitted,

A handwritten signature in black ink that reads "Susan Ban". The signature is written in a cursive, flowing style.

Susan Ban, Vice-Chair