



TRANSITIONS OF PA BOARD OF DIRECTORS MEETING MINUTES
 Remote Meeting Held via Zoom
 February 23, 2021

MINUTES COMPILED AND SUBMITTED BY: Mae-Ling Kranz, CEO

NOTE: All attachments and reports are on file with the Secretary.

ATTENDANCE: P = PRESENT IN PERSON C = ON CONFERENCE CALL A = ABSENT L = ON LEAVE

	BOARD MEMBER		BOARD MEMBER		BOARD MEMBER
P	Amy Gronlund, President	P	Christine Dotterer	P	Stacy Richards
P	D. Toni Byrd, Vice-President	P	Harvey Edwards	A	Sherri Rippon
P	Ed Sigl, Treasurer	P	Marsha Lemons	A	Linda Treese
P	Mary Louise Schweikert, Secretary	P	Tamara Normington	A	Mark Wolfberg
P	Mae-Ling Kranz, CEO	P	Helen Nunn		
A	Kendra Aucker	P	Jacquelyn Paul		
P	Rob Cook	A	Stacey Pearson-Wharton		

STAFF PRESENT:

Evan Collier, Union County Legal Advocate

AGENDA ITEM/SUBJECT	DISCUSSION SUMMARY	ACTION & REQUIRED FOLLOW-UP
CALL TO ORDER (Amy Gronlund)	The meeting was called to order at 7:04 P.M. by Board President, Amy Gronlund.	
ROLL CALL	Mary Louise Schweikert, Secretary, took roll call.	
STAFF PRESENTATION	Evan Collier, Union County Legal Advocate, and member of the Social Justice Committee, provided a presentation about what Transitions is doing related to social justice as an internal team. Evan's presentation and audio can be made available to any board member who was not at the meeting upon request.	Contact Mae-Ling if you would like to view Evan's presentation.
SECRETARY'S REPORT (Amy Gronlund) Approval of Minutes from 01/26/2021 TREASURER'S REPORT (Ed Sigl, Mae-Ling Kranz)	Minutes were previously distributed. Mary Louise noted one correction that needs to be made, as follows: Under Attendance: "Linda Treese was marked as having attended the meeting. She was not in attendance." Ed presented the 01/31/2021 Financial Summary PowerPoint. <ul style="list-style-type: none"> • Reviewed PPP interest payment requirement (\$2,700, or 1%) and loan payback in full. • Annual Appeal very positive. • Success in awarding the HUD Permanent Supportive Housing grants in amount of \$200K. • Positive net income (approx. \$40K) as of 01/31/2021 despite being under budget with income generated at this point in the fiscal year. • A/R was reported to be similar to previous fiscal year. 	<u>Motion by Christine Dotterer:</u> To accept the Minutes of January 26, 2021, board meeting as amended. <u>Seconded by Rob Cook.</u> <u>Motion carried.</u> <u>Motion by Harvey Edwards:</u> To accept the Treasurer's Report as presented. <u>Seconded by Rob Cook.</u> <u>Motion carried.</u>

<p>CEO/AGENCY REPORTS (Mae-Ling Kranz)</p>	<p>CEO and Agency reports for January, 2021, were distributed to the Board previously. Mae-Ling highlighted that:</p> <ul style="list-style-type: none"> • Continuing to review the Pandemic Policy no less than bi-weekly but anxious to be back in person when appropriate. We are planning a positive, safe, socially distanced activity to recognize one year working primarily remote. • Staffing Vacancies: Finance Director, Residential Services Coordinator, 2nd shift Counselor Advocate, Child Advocate, Education Specialist, and new Permanent Support Housing Advocate. • Discussed intention for the purposes of training and capacity to hire for what will be the position currently held by Leslie Yocum, in the fiscal and fundraising administrator in planning for her retirement as of June 30, 2021. • FVPSA Cares Act are primarily focused for hoteling costs related to prevention and mitigation efforts for emergency shelter. • Raise the Region plans reviewed and sharing of information will come out through social media and emails. • Highlighted Outreach and Education Department’s new board report format. 	<p>Members should read the CEO/Agency reports and contact Mae-Ling with any questions.</p>
<p>STANDING COMMITTEE REPORTS</p> <p>Auction (Mae-Ling)</p>	<p>Auction will be virtual on May 27, 2021. Silent auction will be live for one week prior to night of the “live” virtual auction. Working to appeal to a larger audience with being virtual.</p>	<p>Members should read the Standing Committee reports and contact the Committee Chairperson with any questions.</p> <p>Asking the board members to contribute through giving towards the silent auction, either items or funds to support the packages. More to come in future months.</p>

<p>Development/Public Relations (Marsha Lemons)</p> <p>Education (Harvey Edwards)</p> <p>Finance (Ed Sigl, Mae-Ling Kranz)</p> <p>TIAC (Toni Byrd)</p> <p>Governance (Toni Byrd/Amy Gronlund)</p> <p>Personnel (Mary Louise Schweikert)</p>	<p>The committee has met twice and are focused on fine tuning goals. Focused on helping to come up with plans, involving board members and educating everyone about what fundraisers are going on.</p> <p>No report submitted.</p> <p>Nothing in addition to the Treasure’s Report.</p> <p>No report submitted.</p> <p>Bylaw Amendments Proposed:</p> <ul style="list-style-type: none"> • Removing Emeritus Directors. • Adding immediate past president to the Executive Committee, to be a voting member. • Removal of the Education Committee – but can form as an ad hoc committee as needed. <p>Microsoft Teams – Communication tool with the loss of Workplace by Facebook – looking to use Microsoft Team. Amy provided a demonstration.</p> <p>No report submitted.</p>	<p>Looking for additional committee members – including community members.</p> <p>Bylaw changes require 10 days for the board to review. Members will have the opportunity to review between now and next board meeting. Copy will be emailed out again for review. Vote will be held at the March 2021 Board Meeting.</p>
<p>NEW BUSINESS</p>	<p>No new business.</p>	

NEXT MEETING DATE (Amy Gronlund)	The next Board meeting will be held on Tuesday, March 23, 2021 at 7 PM. Members should plan to attend by Zoom.	Committee reports are due <u>Tuesday, March 16th, at noon.</u>
STAFF MEETING PARTICIPATION BY BOARD (Amy Gronlund)	Staff meetings have been changed to bi-weekly Friday Zoom meetings. Members of the Board are encouraged to participate.	Members should contact Mae-Ling with dates they would like to participate.
EXECUTIVE SESSION (Amy Gronlund)	Staff were excused from the meeting, and the Board adjourned into Executive session at 8:13 PM	<u>Motion by D. Toni Byrd:</u> To adjourn into Executive Session. <u>Seconded by Christine Dotterer.</u> <u>Motion carried</u> The regular meeting of the Board resumed at 8:20 PM.
ADJOURNMENT	Amy Gronlund adjourned the meeting at 8:21 PM.	

Transitions is a crisis center that provides advocacy, empowerment, and education to victims, survivors, families, and communities to end patterns of violence and abuse.