



TRANSITIONS OF PA BOARD OF DIRECTORS MEETING MINUTES
Meeting Held at Christ Evangelical Lutheran Church
August 24, 2021

MINUTES COMPILED AND SUBMITTED BY: Aquene Prindle, Fiscal and Operations Administrator

MINUTES REVIEWED BY: Christine Dotterer, Secretary

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	D. Toni Byrd, President	A	Robert Cook	P	Stacy Richards
A	Helen Nunn, Vice-President	P	Amanda Gaynor	P	Sheri Rippon
P	Ed Sigl, Treasurer	P	Amy Gronlund	P	Mary Louise Schweikert
P	Christine Dotterer, Secretary	A	Aubyn Johnson	A	Linda Treese
P	Mae-Ling Kranz, CEO	P	Sabra Karr	P	Stacey Pearson Wharton
P	Kendra Aucker	P	Marsha Lemons	L	Mark Wolfberg
P	Jeremy Cook	P	Tamara Normington		

STAFF PRESENT: Mae-Ling Kranz
 Aquene Prindle

AGENDA ITEM/SUBJECT	DISCUSSION SUMMARY	ACTION & REQUIRED FOLLOW-UP
CALL TO ORDER (D. Toni Byrd)	The meeting was called to order at 7:05 P.M. by Board President, D. Toni Byrd.	
INTRODUCTIONS	Toni began the meeting by introducing the new board members from both last year and this year. These introductions were followed by all attendees introducing themselves and sharing information about themselves.	
ROLL CALL	Chris Dotterer, Secretary, took roll call.	
SECRETARY'S REPORT (D. Toni Byrd) Approval of Minutes from June 22, 2021 TREASURER'S REPORT (Ed Sigl, Mae-Ling Kranz)	Minutes were previously distributed. Ed presented the 07/31/2021 Financial Summary PowerPoint. <ul style="list-style-type: none"> • Salary and Wages for <u>June</u> were elevated due to staff bonuses. • There's a little bit of lag time in waiting on monies from a couple of funders due to them closing out their fiscal year. 	<u>Motion by Mary Louise Schweikert:</u> To accept the Minutes of June 22, 2021 board meeting as presented. <u>Seconded by Chris Dotterer.</u> <u>Motion carried.</u> <u>Motion by Tamara Normington:</u> To accept the Treasurer's Report as presented. <u>Seconded by Sheri Rippon.</u> <u>Motion carried.</u>

CEO/AGENCY REPORTS
(Mae-Ling Kranz)

- Budget modifications will be presented to reflect new funds, carry-over funds and updated numbers for a couple of line items, including insurance.
- The numbers are typical of the organization with cash being lower and receivables being higher. The receivables will turn into cash.
- The Vanguard account has increased significantly in the past year.
- An explanation of the mechanics of the Accounts Receivable Aging Report was provided.
- Operating performance is consistent with recent months. Some line items have been below budget due to COVID limitations.
- The net worth of Transitions shows consistent decrease in liabilities and increase in net assets. Overall, Transitions is in a good financial position.

CEO and Agency reports for June and July, 2021, were distributed to the Board previously. Mae-Ling highlighted that:

- Transitions has significantly grown as an organization over the past couple of years. Due to personal situations, some positions have become open. These positions have been difficult to fill due to COVID-related challenges. We are slowly beginning to fill these positions. Staff has been working hard to provide services, crossing over departments to meet client needs.
- Unexpected funding is coming in from a couple of different sources.
- The Education Team is turning their focus to preparation for Domestic Violence Awareness Month.
- The VOCA Fix Act bill passed in the Senate.
- In the month of June, Transitions was recognized by two local organizations. We received the 2021 Judy Anderson Community Award from the League of Women Voters and the Flag for Hero's Award from the

Members should read the CEO/Agency reports and contact Mae-Ling with any questions.

	<p>Lewisburg Sunrise Rotary Club. The Rotary also awarded us a donation of \$2K of unrestricted funds.</p> <ul style="list-style-type: none"> We are in the last year of our Strategic Plan, which is nearing successful completion. We are looking ahead to the formation of the next Strategic Plan. 	
<p>STANDING COMMITTEE REPORTS</p> <p>Auction (Sheri Rippon)</p> <p>Development/Public Relations (Marsha Lemons)</p> <p>Finance (Ed Sigl, Mae-Ling Kranz)</p> <p>TIAC (D. Toni Byrd)</p> <p>Governance</p>	<p>Sheri provided a verbal report-out that the Auction Committee is seeking new members. The committee has begun discussions on the theme for next year. They are also in communication with Susquehanna University about possibly holding the Auction there next year. The Auction will be held the last Thursday in May, 2022.</p> <p>Marsha expressed welcome to any who would like to join the Development/Public Relations Committee.</p> <p>There was nothing to add to what was reported on earlier in the Treasurer's Report.</p> <p>Toni reported investments are doing very well, showing an increase in value of over 20%.</p> <p>Toni reported the following.</p>	<p>Members should read the Standing Committee reports and contact the Committee Chairperson with any questions.</p>

<p>(D. Toni Byrd)</p> <p>Personnel (Helen Nunn)</p>	<ul style="list-style-type: none"> • The committee will be meeting soon to work on the Strategic Plan. • The Board Satisfaction Survey will be reviewed next month. Those who've not taken the survey still have time to complete it. <p>Mary Louise led a discussion in regards to the Personnel Committee's proposed changes to the pandemic policy, e.g., mandatory vaccinations.</p>	<p><u>Motion by Personnel Committee:</u> To approve mandatory vaccinations as part of the Pandemic Policy. <u>Seconded by Stacey Pearson Wharton.</u> <u>Motion carried.</u></p>
<p>NEW BUSINESS</p>	<p>None</p>	
<p>NEXT MEETING DATE (D. Toni Byrd)</p>	<p>The next Board meeting will be held on Tuesday, September 28, 2021, at 7 PM. Members should plan to attend in person. Any board member unable to attend in person, or at all should inform the board president as soon as possible.</p>	<p>Committee reports are due <u>Tuesday, September 21, 2021, at noon.</u></p>
<p>STAFF MEETING PARTICIPATION BY BOARD (D. Toni Byrd)</p>	<p>Staff meetings have been changed to bi-weekly, Friday hybrid Zoom meetings and in person. Members of the Board are encouraged to participate.</p>	<p>Members will be provided schedule of dates and times for upcoming meetings. Please reach out to Mae-Ling if you would like to attend a meeting.</p>
<p>EXECUTIVE SESSION (D. Toni Byrd)</p>	<p>Staff were excused from the meeting, and the Board adjourned into Executive session at 8:32 PM.</p>	<p><u>Motion by Mary Louise Schweikert:</u> To adjourn into Executive Session. <u>Seconded by Stacey Pearson Wharton.</u> <u>Motion carried.</u></p>

		<p><u>Motion by Kendra Aucker:</u> To resume regular meeting. <u>Seconded by Sheri Rippon.</u> <u>Motion carried.</u></p> <p>The regular meeting of the Board resumed at 8:39 PM.</p>
ADJOURNMENT	D. Toni Byrd adjourned the meeting at 8:40 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.