

**Newtown Youth and Family Services  
Minutes of Board of Directors Meeting  
January 27, 2014 – 6:30 PM  
15 Berkshire Road, Sandy Hook CT**

Members Present: Don Ramsey, David Moseman, Steve Meeker, Ashley Mele, Sheilah Krasnickas, Leonard Penna (Newtown PD), Mackenzie Page, Rick Child, Susan Giglio, Mel Kawakami

Members Not Present: Diane Savinelli, Daniel Patti, Tom Murtha, Kathy McCleary, Karen White, and Jesse Rosenschein

Staff Members Present: Candice Bohr

**1. Call to Order**

The meeting was called to order at 6:31 PM by Steve Meeker.

**a) Roll Call-** The roll of the Board of Directors was taken by signing in and a quorum was established.

**b) Approval of January Minutes** - Motion made by Karen White to approve minutes as written. The motion was seconded by Don Ramsey and passed unanimously.

**2. Chairman's Report**

a) We are working with project REACH. More information to come.

b) We have to elect a recipient for the Family Champion Award. One staff and one board member will be the recipient.

c) Fairfield Giving Day is March 7<sup>th</sup>. Our goal is to make everyone aware, you can go online and donate. We want to raise \$10 for every family in Newtown. We will have a limit on how much we will be spending on the campaign. If we receive the highest donations they will match up to \$25,000.

d) We need to set up a date for a Board and Staff Breakfast sometime in May or June.

e) We want to get the board more involved, sending out a survey

**3. Executive Director's Report**

a) COA Accreditation we are currently working on. We have many house keeping things to clean up. We need to have the conflict of interest signed by the next meeting. We are also trying to get everyone to take the survey. When clients come in they will be asked to take a survey and we will guide them to a room to take the survey.

b) Independent living day is April 26, 2014. This is our day to give back to the community. Breakfast will be open to the seniors and volunteers.

c) Department of Justice.

1. Since we no longer are getting funding from the Lions Club, some of the town's money will go towards helping us. We will turn our executive offices into therapist offices.

2. There are three phases in this grant.

Phase 1

Crisis stage → 12/14/2012 – 6/30/2012

Phase 2

Consequence stage → 7/1/2013-12/31/2014

Phase 3

Change dates

7/1/2014 – 12/31/2014 – expenses/operations

7/1/2014-12/31/2015 – personnel and fringe

**4. Finance and Treasurer's Report**

- a) We moved the Newtown Care's money to Wells Fargo bank.

**5. Personnel Committee**

- a) The employee handbook was updated.

**6. Fundraising Committee**

- a) No Report

**7. Strategic Planning**

a) We are continuing the planning, which is difficult to decide what we will need in the next few years. We are sending a survey out for activities people would like to see at NYFS. We have a good academic foundation at the Middle School and Reed Intermediate School. We are also mentoring in the High School.

b) We want to help families who have children on the autism spectrum. We want to create a program for all ages and all levels of the spectrum.

**8. PQI**

- a) Waitlist and surveys are over 97% satisfaction rate.

**9. Nominating**

- a) We are looking for a new attorney

**10. Old Business**

No Report.

**11. New Business**

No Report

**12. Adjournment**

A motion was made by Dave Moseman, to adjourn the meeting at 6:59. The motion was seconded by Rick Child. The motion passed unanimously.

The next meeting will be held at the Newtown Youth and Family Services, 15 Berkshire Road, on February 24, 2014 at 6:30pm.

Respectfully submitted by,

Ashley Mele, Secretary