

**Newtown Youth and Family Services  
Minutes of Board of Directors Meeting  
January 25, 2016 – 6:30 PM  
15 Berkshire Rd, Sandy Hook, CT**

Members Present: Dean Pinto, Karen White, Ashley Mele, Sheilah Krasnickas, Mel Kawakami, Rosalie Newman, David Moseman, Gavin Arneth, Kristin Connors, Rick Child, and Ashley Solomon.

Members Not Present: Jim Wallace, Don Ramsey, Tom Murtha, Mackenzie Page, Jesse Rosenschein, Susan Giglio and Kathy McCleary

Staff Members Present: Candice Bohr

**1. Call to Order**

The meeting was called to order at 6:32 PM by Rick Child.

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

**b) Approval of December Minutes** – Dave Moseman made a motion to approve the minutes as written. The motion was seconded by Gavin Arneth and passed unanimously.

**2. Chairwoman's Report**

a) No Report.

**3. Executive Director's Report**

a) We are looking to restructure internally for current positions. We need to look at development and fundraising more closely.

b) We do not feel it is necessary to advertise for mental health.

c) The waitlist is 51 people. They are offered the next available appointment but if they cannot take it they are immediately told the length of time they need to wait.

d) Grants

1. We are waiting for the building grant for the potential building. We will find out on Friday 1/29/16 if we received the grant. Since they split the amount of money they are granting people, we are potentially looking at a plan b.

2. The VOCA grant from Office of Victim Services will send out the recipients for the grant in March 2016. This grant is for individuals that were in 3 categories, sexual abuse, child abuse, domestic violence and other. 60% of our current staff will be covered by this grant.

3. The DOJ grant would have ended this December (2015) but we got an extension that will end in July 2016. We have now asked for another no cost extension which would then allow the DOJ grant to end in February 2017. Depending on the VOCA grant we could push the extension.

e) We have some safety concerns within the building from the staff for procedure

in an emergency. We will be meeting with the Police Chief about safety precautions, this week. We had the Police Chief come through our building after Sandy Hook.

f) The Prevention Council is comprised of local community groups. NPC has been in existence for 30 years. Its focus is to decrease substance abuse in town. We do have staff that participate with the council. Looking to get more people on the council that want to help the community.

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

- a) We should be thinking about putting a plan in place for the future.
- b) We are with budget for our operations through December.
- c) Financial is more of a long term discussion rather than how we are doing right now.
- d) We may get a budget increase from the town.

#### **5. Personnel Committee**

- a) No report

#### **6. Fundraising Committee**

- a) No Report

#### **7. Strategic Planning**

- a) No Report

#### **8. PQI**

- a) Last quarter we did not get a lot of surveys back from discharges and current clients. Starting April 1, we will have 3 iPad that clients can use to take the survey.
- b) We currently have 51 people on the waiting list. Many of these people on the waiting list are requesting a certain time that is not available.
- c) Homework club is at the Middle School. We have 53 kids per week. We are looking to get back into Reed Intermediate School for homework club.

#### **9. Nominating**

No report

#### **10. Old Business**

No report

#### **11. New Business**

- a) We reviewed the By Laws for additions or changes. We discussed the latest changes and made adjustments in section 2.3
- b) We took a board development survey.

#### **12. Adjournment**

The meeting was adjourned at 7:17 pm.

Karen White made a motion to adjourn. The motion was seconded by Dean Pinto and passed unanimously.

Our next meeting will be February 22, 2016 at 6:30pm at 13 Berkshire Rd.

Respectfully submitted by,

Ashley Mele, Secretary