



CASA CHILD ADVOCATES OF MONTGOMERY COUNTY

BOARD OF DIRECTOR'S MEETING SEPTEMBER 15, 2016

Held at: Tetra Technologies, Inc., 24955 Interstate 45 North, The Woodlands, TX 77380

Present: Quorum with Jim Funke, Steven Earl, Clay McCollor, Judy Olsen, James Pung, Sabina Rahman-Garcia, Scott Creasman, Monica Vils-Brawner

Not Present: Richard Lane, Bob Evans,

Others Present: Ann McAlpin

The meeting was called to order with a quorum at 4:48.

The CASA Impact moment/child story was told by Kim Ayers, Case Supervisor.

Vote: Approved minutes from meeting of 8/04/16.

Executive Director Report:

- Development: Ann mentioned the Fogo de Chao event coming up, the fun run on October 1st, and the Lexis Golf event. There is no solid lead on the Development Director. Problems include salary issues or not yet quite "rock star" enough. Ann has talked with a recruiter but it costs about \$18,000 so we are not planning that right now.
- Revenue – We are currently slightly down on the Run, and down on the on Gala by about \$12k out of \$400k in revenue.
- Sandy agreed to be Development Committee chair. Ann needs help on corporate right now.

Vote: granted Ann McAlpin authority to accept and reject VOCA grants.

Committees:

- Clay provided the legislative update.

- Judy—The Governance committee recommended slate of officers to continue (same as now).

Vote: Approved slate of officers (Jim Funke as Chair, Judy Olson as Vice Chair, Steven Earl as Secretary, and Scott Creasman as Treasurer).

Vote: Approved to extend terms of directors (James, Clay, Richard) on 2 year terms and Judy for her 3 year term.

- We had a discussion about adding additional board members to the slate of 10 current board members. An additional meeting is needed to approve adding Jud Miller and Jeanette Bickner Cross. This meeting may occur by phone, or by email, or some combination.

Strategic Discussion: Budget

Scott Creasman led a discussion of the 2017 budget.

Revenue, cost and expense. Costs and expenses are low, and, no real change is needed. The phone system expense is due to a grant received for that purpose and we have to spend the money or lose it. In actuality, we just have a dip in revenue. One revenue dip is due to our serving 100% of kids, so we are ineligible for 2 Texas CASA grants, and our CVC grant has decreased. (The CVC Growth Grant is based on increases in number of children served, and we can't get better than 100%: this represents a \$22,000 decrease). Overall we need an increase of 9-10% increase from last year.

SG&A Expenses. Discussion. Expenses are 16% higher, partly due to inflation and partly due to donations in kind that will get spent. One solution is to continue to keep certain budgeted positions open.

Overall. Would run deficit of about \$58,000 if all of budget is spent.

Plan. Circulate budget which proposes to run at a deficit and then approve by phone or email.

Vote: Approved budget on a provisional basis through the next board meeting in November 2016.

Additional discussion on performance based pay and how to structure that.

Adjourned regular meeting at 5:57.

Executive session followed. Adjourned 6:15.