

Annual Retreat and November Board Meeting

11-14-2020

Board members present:

Mickey Lahmann, President

John Skinder, Vice-President

Mary Sue Wilson, Secretary

Deborah Jayne, Treasurer

Matt Gerard

Bob Butts

Kevin Partlow

Staff: Jody, Joe, Alice, Oriana, Logan, Lucia, Charlotte, Alejandra, Jennifer

Guests: Mary Barrett, Kitty Parker, Terry Teale

Annual retreat held 11-14-2020, via ZOOM. Morning program included staff and guests. The morning program focused on anti-racism & cultural humility learning and interaction; DRC operations and financial review for 2020 year to date (especially with Covid-impacted operations); strategic planning; and capacity building in the areas of people, tech, space, fundraising.

Capacity building campaign would seek to raise \$ 650,000 over the next three years. The campaign would supplement the usual campaigns. This cannot be an either-or campaign, but would be a “both” ask – with an “abundance” approach. Likely go to current individual and business donors and ask each to double or triple their giving over the next 3 years. Would also reach out to new donors. Already in pre-campaign phase, per Joe.

The resources secured would support technology (hardware/software) (~ \$20k), people needs (~ \$ 371k) and space needs (~ \$ 58k for current, ~ + \$ 200k for major space changes capacity (rent, remodel, purchase options). The campaign would connect to the DRC's 30th Anniversary.

After a question and answer session, all staff and board members gave thumbs up for moving forward with the campaign.

After a lunch break, the board reconvened for an afternoon business meeting.

Business Meeting:

Annual Review: Confidentiality, Expectations & Conflicts – Jody

Jody led us in reminding of the expectations of board members.

All board members must annually review and sign the conflict of interest policy and the volunteer agreement. Deborah and Kevin already done. All other board members should print out last page of each, sign, and return to Jody. Return by sending Jody photo or scanned copy of signed document.

Action Item: (approve October Minutes) – Mickey

Deborah moved to approve, John seconded. October minutes unanimously approved.

Action Item: 990 Review – Mickey

All board members present reported that they reviewed the 990, nobody had questions and are comfortable with the content of the document. Annual board review completed.

2021 Budget Review & Discussion – Jody

Jody provided an overview of draft 2021 budget.

Income divided into contributed and earned. Projections for contributed income are higher than this year, and contemplate the Capacity campaign starting. Jody indicates projections are reasonable. State appropriation assumption lower than last year due to poor state budget forecast. Specific funding amount projected for eviction resolution program is uncertain because not final, but sufficient funding is likely. Earnings from specific programs (e.g., 40 hour, family, mediation, meetings) projected lower than last year due to Covid-impacted operations.

Expenses are presented by category. Jody thinks they include realistic assumptions with some flexibility. We spent some time discussing salaries. Over the last several years, staff salaries and compensation actions have been addressed with effort to bring into alignment. Jody believes there is still room for adjustments, especially due to part-time employees paying share of health care. Discussion included support of continued attention to appropriately compensate all employees, including our Exec Director. Bob observed that compensation for existing staff is not addressed by Capacity Campaign, while the campaign does contemplate adding new staff.

There was consensus among board to support salary increases to align our employees during this budget cycle if possible.

Bob recommended (not formal motion) that board ask Jody to review budget numbers and gather information (e.g, salary survey, other comparable organizations) so we can evaluate whether we might increase compensation and/or provide bonuses for staff and/or ED. The board was in full support of this step before finalizing budget in December. Matt offered to gather additional information to support this effort.

Reflection and Value Sharing:

Mickey invited board members to reflect on each of our reactions to the morning's Capacity Campaign discussion and decision to move forward. She invited each of us to identify a fear and a hope regarding this effort. Great discussion and sharing. "If you can dream it, you can achieve it."

Meeting ended 2:43 pm.