

**Lymes' Youth Service Bureau  
Board of Directors  
September 25, 2012**

**Attending:** Mike Boardman, Meredith Britton, Chris Buckley, Jeff Graybill, Sue Jette, Susie Kelly, Chris Macadam, Tammy McAraw, Keith McCarthy, Tracy McGlinchey, Michelle Mergy, Julie O'Brien, Tom Richardson, Emily Roberts, Amanda Rutledge, Donna Scott, Vivian Senft, Suzanne Thompson, Brenna Visgilio

**Staff:** Mary Seidner, Karen Fisher

**Absent:** Jackie Manthous, Wendy Visgilio

7:08 Mary called the meeting to order

Donna asked for a motion to approve minutes and they were.

**CHAIRMAN'S REPORT:** Sue Jette

Sue began the meeting by reflecting back on a 2007 non-profit board governance workshop attended by several board members at the time... and asked the board "What we could do better, and where does everyone feel we are now".

Three areas that the workshop focused on and that Sue thought would be important for the board to work towards are:

1. Organizational planning
2. Public Relations
3. Board Building

Sue felt that we have done a good job with PR but we could strengthen in the areas of Board building and organizational planning. She added that Governance is making excellent progress in this area and we need to continue to focus on board members with strengths in this area (Keith, Vivian and Donna). In the "Finance Department", Sue commented that a spending policy needs to be developed and implemented and we need to re-look/re-work the Strategic plan we work so hard on 4 years ago. She would like to figure out where Bldg and grounds fits.

Sue continued by stressing that our board needs to continue to set goals:

1. We need to continue to break into sessions at our meetings and talk about things.
2. Do consent agenda's and approve them quickly
3. Use consent for secretary's report, treasurer's reports, etc.
4. Reports should be due the Thursday before our board meeting
5. Our Budget will also be on a consent agenda

Sue hopes this process will make meetings run much more efficiently, adding that this is a work in progress and we will see how it goes.

Starting with our October meeting, Sue would like to start committee breakouts as part of the agenda. The conflict of interest statement was sent around for everyone to sign as well as a list of committee's and task forces.

**CASFY: Karen Fisher**

Karen did a super update on where LOL is at with the program and our children in the community. She discussed CASFY's mission to new board members and discussed progress over the last year. LOL was recently compared to SE Connecticut and the national average and our children came out lower than the national average for alcohol usage. There is a strong coalition of parents involved with CASFY. Some of the statistics that came out of the SE Connecticut Study are that:

1. There is a concern about binge drinking
2. Drinkers tend to smoke cigarettes and cigarette smoke leads to pot smoking
3. Marijuana Statistics are not worse, but not better, use levels are staying up.
4. 9<sup>th</sup> grade boys this year (last years 8<sup>th</sup> graders) have high marijuana use.
5. Increase could be due to no prohibitive rules about the use of marijuana
6. Marijuana use exceed cigarette use of seniors
7. We need to educate our kids that marijuana is harmful

There was a lively discussion on the DARE program and why it went away, the school's health curriculum, and school enforcement issues.

**TREASURER'S REPORT: Chris Macadam**

1. Doing Great
2. Endowment is \$45,000.00 up from last quarter
3. 6.4% up from last year
4. Connie Pike left us \$78k which was injected into the main fund. Patrick wanted us to sell funds but instead, we will put into a separate fund to earn \$\$

**DIRECTOR'S REPORT: Mary Seidner**

Mary started off by saying it was a busy summer and it was starting out to be a busy fall. She passed out flyers on the latest LYSB activities.

1. Lego program going great both in the summer and fall. Mary added that it is nice to have a program for boys.
2. Updated us on the Juvenile review board. Will meet with representatives from East Lyme to discuss doing a combo JRB for Lyme/Old Lyme/East Lyme.
3. Missy Garvin had her baby and will be back in November. Amanda Sibley was filling in but will be leaving soon for Thailand.
4. Annual audit has been done and Mary had copies if anyone wants to see it.

**Operating Budget**

- Line 22, Business donation was a donation that Reynolds of Lyme donated to LYSB on behalf of National Automobile Dealers Association.
- Summer Income was very high due to the success of the Lego program (with corresponding high expense)

**YOUTH ACTION COMMITTEE: Brenna and Meredith**

Holding their first YAC meeting tomorrow September 26<sup>th</sup>.

**COMMITTEE REPORTS:**

Development talked about the reception for Connie Pike, Sunday, September 30<sup>th</sup> from 3-5 at the Old Lyme Inn.

Sue added that the Community Campaign Letters were ready to sign if everyone could stick around a little after the meeting.

Amanda talked about Holiday Parties saying “ we are rocking!”

**GOVERNANCE COMMITTEE:** Keith McCarthy

Wants to continue to work on goals from last year:

- Bylaws
- Building & Grounds Committee
- How we as board members can work together better
- Personnel policy/Employee Handbook
- Process on how to select a new director
- How do we put together an executive committee
- Timetable on when we finalize

New Board Member Handbook was distributed.

The Meeting was adjourned at 8:32

Next Meeting is October 23, 2012 at 7:00 pm