

## **Lymes' Youth Service Bureau**

Board of Directors

November 27, 2012

Minutes

**Present:** Mike Boardman, Sue Jette, Susie Kelly, Chris Macadam, Jackie Manthous, Tammy McAraw, Keith McCarthy, Tracy McGlinchey, Michele Mergy, Tom Richardson, Emily Roberts, Amanda Rutledge, Brenna Visgilio,

**Staff:** Mary Seidner

**Absent:** Meredith Britton, Jeff Graybill, Julie O'Brien, Donna Scott, Vivian Senft, Suzanne Thompson, Wendy Visgilio,

Sue Jette called the meeting to order at 7:10

Minutes for October were approved.

### **Chairman's Report:** Sue Jette

- Thanks Holiday Parties committee for their work.
- Michele Mergy and Tracy McGlinchey are to chair the Holiday Parties committee 2013.
- LYSB to helping families again this year. Tammy and Tracy to coordinate holiday family that LYSB board has adopted.
- Keith's presentation from last meeting can be found on LYSB website.
- Break out session s: Goals to work on for next year & Keith will help with sessions. By next meeting goals to be completed on template.
- In January, review strategic plan and nominating process of new members and officers.

### **Director's Report:** Mary Seidner

- Holiday Giving program has 37 families, more than last year.
  - LYSB stepped in to help a family after call from Town Hall after Hurricane Sandy. Paired up with social services. Found them another apartment & in much better shape now.
  - LYSB saved Halloween with thanks to Michele Mergy. Largest costume parade ever.
  - Emily Roberts has a friend that has requested help from LYSB to help pass out candy at her house, with so many trick or treaters on Lyme St.
  - YAC kids and OLPD were busy with the food drive held last week.
  - Dec. activities: Babysitting and photos with Santa.
  - Karen Fisher of CASFY will present at the HS to freshman about substance abuse prevention along with the new assistant principal Michelle Dean and the school nurse. Marijuana laws to be discussed. "Drug Facts" week coming up soon. CASFY to launch a new media campaign.
- Mary and Karen to speak at HS PAB meeting and give handout of CT alcohol law penalties.

**Treasurer's Report:** Chris Macadam

- Finance Committee Meeting coming up on Thurs. December 6
- As of last meeting, endowment down \$6,000 which is only ¼ of 1% with market 3 1/4 % down. Budget lines 21, 22 and 23 are great.

**Holiday Parties Committee Report:** Amanda Rutledge

- Thanked everyone for last 3 years of help.
- Wine will be delivered at 1:00 on Thurs. Volunteers needed.
- After parties, please return wine asap.
- Liability question from Susie. Is something in place? Who is responsible? Host? LYSB? General liability through Champion Insurance. Mary and Sue to call Champion and look into it.

**Governance:** Keith McCarthy:

- Break out sessions for committees.
- Template instructions given.
- Teams to go over goals and strategic plan.

Mary passed out OL Historical Society calendars to board members.

Meeting adjourned by Sue Jette at 8:30.

Minutes submitted by Tracy McGlinchey on behalf of Donna Scott.