

Maternity Care Coalition
Board of Directors Meeting Minutes
Wednesday, June 28, 2017
5:00 -8:15 pm



PRESIDING: Leanne Wagner

LOCATION: The Home of Liza Seltzer

PRESENT: Ismael Alvarez, Jane Summers, Liza Seltzer, Kathy Jaffari, Bonnie Shuman, Saul Epstein, Keith Daviston, Mary Pat Sherry, Lisa Farnin, Arun Prabhakaran, Victoria Zellers, Kathy Foy, Randy Mintz- Presant, Charmaine Smith Wright, Judy Faust, Chinwe Onyekere

STAFF PRESENT: JoAnne Fischer, Bette Begleiter, Joanne Solarz, Karen Pollack, Phyllis Lawrence, Jessica Borger, Sara Jann

Guest: Linshuang Lu, Praxis Consulting

Topic	Discussion	Follow Up/Action
I. Welcome & Announcements– Leanne Wagner (6:00) <ul style="list-style-type: none"> • Board Year-End Evaluations • Board Giving 	<p>Leanne Wagner welcomed the group to the meeting and thanked Liza Seltzer for hosting the meeting.</p> <p>The MCC Board of Directors had 100% giving for the FY17 fiscal year. Currently Board giving is at approximately \$46,000. The Board of Directors set a goal of \$55,000 for the year. Directors were encouraged to give through the end of the fiscal year.</p> <p>This year’s Board evaluation form will include questions regarding strategic planning and succession planning. The evaluation will be sent out over the summer.</p>	
II. Consent Agenda*- Judy Faust (6:15) <ul style="list-style-type: none"> a) April Board Meeting Minutes b) MCC YTD Financials c) EHS YTD Financials d) MCC Bylaws 	<p>Leanne introduced the consent agenda and explained its purpose.</p> <p>The group discussed the previous meeting minutes and suggested one update.</p> <p>Judy Faust asked for a motion to approve the items in the consent agenda with the proposed change to the April meeting minutes.</p>	<p>Mary Pat Sherry made the motion. Arun Prabhakaran 2nd. All were in favor. None were opposed. Motion passed.</p>
III. FY18 Impacts & Outcomes* (6:20) <ul style="list-style-type: none"> a. Board– Leanne Wagner b. Agency – Bette Begleiter 	<p>Bette Begleiter provided background on how the Impacts and Outcomes are developed. Current grants, contracts and deliverables as well as gaps in existing services are some of the considerations that go into the document. This year’s Impacts and Outcomes are organized around MCC’s strategic priorities. The Board reviewed the Board and Organizational Development priorities for the coming year. This year the Board will primarily focus on strategic</p>	

	planning and succession planning. Leanne asked for a motion to accept FY18 Impacts and Outcomes.	Bonnie Shuman made the motion. Saul Epstein 2 nd . All were in favor. None were opposed. Motion passes.
IV. FY18 Budget * - Saul Epstein & Joanne Solarz (6:40)	<p>Saul Epstein introduced the FY18 Budget. MCC received an increase in one contract and did not have a reduction in another, which reduced the projected deficit by approximately \$30,000. This budget includes a COLA of 1% for all Early Head Start staff as provided by MCC's federal EHS grant. This portion of the budget includes a minimum of 1% for all EHS staff up to a 4% for selected EHS staff as well as additional funds available to cover the rent of the new EHS office in Pottstown. Joanne described the comparison between the FY18 draft and the rolling prior year actual. The group reviewed the changes in grant projections for FY18. The group discussed MCC's expectation around in-kind donations for the coming year and MCC's coming work with Centers of Excellence. The group reviewed the salary line item. MCC medical benefits did not increase this year. The group discussed the impact of vacancies on the salaries expense and MCC's current cash balance.</p> <p>The group discussed the impact of the merger on revenue.</p> <p>Leanne asked for a motion to approve the FY18 Budget as presented.</p>	Kathy Jaffari made the motion. Arun Prabhakaran 2 nd . All were in favor. None were opposed. Motion passes.
V. Nomination and Election of New Board Members and Officers*- Arun Prabhakaran (7:00)	<p>Arun acknowledged Leanne's exceptional service as Board President, and it was noted Leanne will stay on for one year as member of the Executive Committee. Arun introduced Lisa Farnin as a member of CHC's Board. Arun presented the remainder of the slate which included: Returning Directors: Anthony Neibert, Arun Prabhakaran, Chinwe Onyekere, Ismael Alvarez, Judy Faust, Mary Pat Sherry, Randy Mintz- Presant, Stacey Helmers. Officers: Liza Seltzer – President, Arun Prabhakaran – Vice President, Saul Epstein– Treasurer, Judy Faust – Secretary. Executive Committee: Ismael Alvarez – Executive at Large, Bonnie Shuman – Chair of EHS Committee, Leanne Wagner – Executive at Large, Christine Reimert- Executive at Large. Directors: Lisa Farnin.</p> <p>Leanne introduced a vote to approve the slate.</p>	The group voted unanimously to approve the slate.
VI. Strategic Planning - Liza Seltzer and Linshuang Lu (7:15)	Liza introduced Linshuang Lu from Praxis Consulting. MCC's Strategic Planning Board Retreat is scheduled for December 2 nd . Liza introduced the strategic planning committee. Linshuang provided an overview of the Strategic Planning process. An additional goal of this year's process is to set a bigger picture for MCC's Executive Succession Plan. Linshuang presented the general	

		<p>timeline for the process. Linshuang presented the Research Plan in detail. The Board was encouraged to share any pressing issues they feel should be addressed throughout the process.</p>	
VII.	<p>Executive Succession Plan– JoAnne Fischer and Bette Begleiter (7:30)</p>	<p>JoAnne Fischer intends to retire by the end of January 2018. Bette intends to retire at the end of November 2017. There has been a small workgroup working to put a succession plan in place. The group reviewed the timeline for the plan. Leanne explained the role of an interim director which includes helping to formulate the job description for the new permanent Executive Director. The group discussed the rationale behind using an interim director. The group discussed the need to develop consistent messaging for the Board of Directors to share externally.</p>	<p>Interested Board Members are to nominate themselves to serve on the search committee.</p>
VIII.	<p>MCC Updates- JoAnne Fischer (7:50)</p> <ul style="list-style-type: none"> • CHC Integration • Compass Recommendations 	<p>The CHC integration is moving forward as CHC will be paying off its mortgage by the end of the day Friday, and the merger documents have been signed. JoAnne reviewed the multiple facets of the merger and integration process including Human Resources, Programs, Fund Development and Communications.</p> <p>JoAnne presented MCC’s new leadership organization structure. MCC is currently conducting a search for a VP of External Affairs as the new structure eliminates the Deputy Executive Director position and splits the responsibilities between the VP of External Affairs and the VP of Programs.</p>	
IX.	<p>Executive session</p>	<p>The Board of Directors entered an Executive Session. All staff and guests excused themselves. The meeting was adjourned following the Executive Session</p>	