

Washington Hancock Community Agency
 Meeting of the Board of Directors, February 23, 2016

Called to Order: 5:11 pm		
I.	Roll call and introductions	Quorum established
II.	Approval of Board Meeting Minutes from January 26, 2016 Discussion: Action: Martha made the motion to accept as written, Becky seconded. Motion passed.	
III.	Items for Board Action	
	<p>New Business</p> <ol style="list-style-type: none"> To nominate Jonathon Thomas of Surry for appointment by the Hancock County Commissioners as a public sector representative. Discussion: He has always been community minded, was the Administrative Assistant of Surry years ago. Action: Barbara made the motion to accept the nomination of, and ask the Commissioners to appoint Jonathan Thomas, Ruth seconded. Motion passed. To appoint Angela Rackliff of Columbia Falls as a private sector representative from Washington County. Discussion: Angela works for Machias Savings Bank and was recommended by Larry Barker. She is in charge of the Deposit side of the business. She and her husband's family had been helped by WHCA in the past and she was very happy to be asked. Action: Peter made the motion to accept the nomination of Angela Rackliff, Vanessa seconded. Motion passed. 	
IV.	Reports	
	<ol style="list-style-type: none"> Orientation Presentation – Mark Green – Slide show LiHEAP Presentation – Lee Hardison - Postponed President's Report – Betsy Fitzgerald – Betsy spoke with Meg Haskell from BDN, who had been recommended to speak with Betsy in regards to elderly housing in Washington County. This is in reference to the Housing Bond passed in the fall. Mark will work with Jen and Lee about someone we might be able to call. Development Committee Report – Barbara Clark – Would like to explore buying a few copies of the MANP Board Basics group. Ruth would be happy to do a presentation. There is a 5K on February 28 to benefit THAW. Joe and Sarah will be in touch about SEED needs. There has been a \$50K grant submitted to Home Depot for the Milbridge project. They would like to see a former legislator on the Board. The Committee wants to re-launch the Bucket Campaign. There are 1,300 booklets left. This will be sent out in the spring with much fanfare in the papers. Executive Director's Report/Review new Board Reports – Mark Green – Mark reviewed the new format for the Board reports from the staff. For the 50th Anniversary we would like to have our regular Annual Meeting in October. We have sent an invitation to Olympia Snow. We want to have a big name as our speaker in order to attract more people. We would also like to have our clients involved. During the last week of July we will have a series of 5 BBQs in Calais, Machias, Jonesport, Ellsworth, and Bucksport for our clients. Please let Mark know if you have any concerns or suggestions. The goal is to find a way to involve the people we serve. Possibly find a sponsor or participate in area festivals? What is the best way to reach out to the community? Please let Mark know if you are interested in being on an ad hoc committee. Donna Beegle is coming to Bangor April 7. We will pay the registration. Please let Mark know. 	

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<p>6. Finance Director’s Report – Kevin Bean – Increased cash by \$115K, we have close to \$1.1M in the bank. Receivables are still a little high and he would like to see it around \$800K. Current operations deficit at \$31K, tied to Transportation. The DHHS contract had some changes and they have had to cut some services. The State has made some changes by extending the contract from September to January but not increasing the funding. The funds used during the extension came from the 2016 funds, so we now have \$70K remaining for this contract. January saw an increase in billable trips to Logisticare. There is still time to make adjustments to expenses, which Kevin is helping Cheryl in identifying. We are waiting on 2 new vehicles from DOT. They cover 80%, we pay 20%. We have been able to reduce overtime hours for drivers. Unit production for Housing has been going much better and we are on track to hit the numbers. Friendship Cottage is seeing billable hours reach budget. HHG has a \$15K deficit due to the work done on the garage in Cutler as well as tools. Kevin will capitalize much of these purchases which will reduce the deficit to around \$5K. Revenues and expenses for the agency were on target.</p>		
<p>7. Written Reports</p> <ul style="list-style-type: none"> a. Development and Community Services Grant Report b. Nurse Home Bridging Report (December) 		
<p>8. Other Business: Do we as an agency have a crisis plan? One such example is a fire in one of our properties. How would we address this? We are part of the network that helps the State disburse funds for disasters, but as far as issues with our own properties we do not have a plan.</p>		
<p>V. Business meeting adjourned at 6:39 pm</p>		<p>Brent made the motion to adjourn.</p>
<p>Respectfully submitted, Jennifer Trowbridge, Housing & Veteran Services Director</p>		