



**Kids' Harbor, Inc.**  
**Board Meeting Minutes**  
**03/29/2023, 5:15pm, Kids' Harbor Classroom**

**1. Call to order:** President, Dave Shipp, called meeting to order.

**2. Introductions / Attendance**

*Board Members Present:* Dave Shipp, Lagina Fitzpatrick, Julie Hammond, Jessica Bartholomew, Danae Cooper, Sherrie Williams

*Board Members Absent:* Shawna Phillips, Laura Nelson, Shaun Hill

*Staff and Visitors:* Cara Gerdiman, Jennifer Darnell

*A quorum was/was not achieved:* A quorum was achieved.

**3. Missions Moment:** Provided by Cara and Jennifer

**4. Review/ Approve prior meeting minutes:** motion to review and approve prior meeting minutes by Tim, second by Lagina, all in favor.

**5. Old Business:**

**a. NAP tax credits:** Neighborhood Assistance Program 70% tax credit. We still have \$258,000 in donations available; they run out May 31, 2023. We have spent about \$100,000 more than we have raised. Changes in the tax laws have made it difficult to get rid of tax credits.

**b. Solar Systems:** Randy Grommet presented in January. We have attempted to get quotes/bids from other companies and have not received even a call back. The Executive Committee approved moving forward we need a roof inspection and formal approval from board. Motion to approve by Tim, second by Lagina; all in favor, no opposed.

**c. Strategic Plan:** Placed in document channel to review. Cara would like approval to discuss with Jan Lutz and schedule to update the strategic plan and to revisit our mission, vision, values and culture. Accreditation standards have changed so we need to be working on these. It would be beneficial to have staff assist with the vision, mission and culture. Tabled to next meeting to get additional board members thoughts.

**7. Treasurer's report:** update provided by Cara and Lagina. Discussion over FDIC and account balances. Motion to approve by Jessica, second by Danae; all in favor – no opposed.

## **8. New Business:**

**a. Executive Director Report:** update provided by Cara.

**Grant Writer:** The grant writer sent a new 3-year contract for his services; we currently have a 1-year contract. He is taking over all of our grants and got us the \$450,000 construction grant for the St Robert expansion. This is in slack to review.

**b. Internal/External Committees:** No updates on internal committee. External committee Julia provided an update on BBQ bash and asked for board members to assist in getting sponsors and competitors for the event. We meet every Thursday at Red Head until the event. Lagina will do a press release. Tim will work on a radio ad.

**c. St Robert expansion:** We requested bids for an architect/ Engineer to submit a proposal. We had 10-15 reach out but only 1 returned a proposal. The timeline with the grant is very short which impacted the ability to complete the project on time and the reason we did not get more proposals. The executive committee approved moving forward. We need formal approval from the board to move forward. The board would like to add First right or refusal if the landlord decides to sell the building.

Motion to approve and move forward with the St Robert expansion by Julia, second by Danae; all in favor – no opposed.

**d. Audit/990:** motion made by Tim to accept the audit, seconded by Dana; all in favor, no opposed.

## **10. For Your Calendars:**

a. Scheduling next meeting. 4<sup>th</sup> Wednesday every other month. Next meeting, **May 31st @ 5:15pm.**

**b. April-Child Abuse Prevention Month** (Go Blue Every Friday)

c. BBQ Bash-Hightide (April 29<sup>th</sup>)

d. LOMDA Spring in-water Boat Show (April 21-23)

e. Crime Victim Rights Week Luncheon (April 27)

f. Jeep Go Topless Event (May 20)

**11. Adjournment: Jessica made motion to adjourn, Lagina second All in favor**