

**MINUTES**  
**TASK Board of Trustees Meeting**  
**ETS**  
**June 19, 2012**

- Attendance - Ken, Emilio, Richard, Jim, Tracey, Michael G., Laney, Michael R., Dennis, Marty, Bob, Irwin, David, Lee, Kathy, Faria, Joe, Sajid
- Call Meeting to Order . Tracey called the meeting to order at 6:04
- Mission Statement/Moment of Silence - read by Emilio
- Adoption of Minutes - motion by Bob, 2nd by Lee, motion passed
- Chairperson's Comments—Introduction of new Board Member -
  - If you feel at any point that conversations require a closed session, please let us know. Richard Goldberg will present at the next meeting on these topics.
- Treasurer's Report - Will meet our budget goals, ahead of expenses by 1,000,000+ due to endowment, expenses slightly under budget
- Director's Report –
  - student recognition event August 24 9:00-10:30,
  - numbers still up, some due to satellite sites, 190,000+ for year,
  - one of our patrons was a speaker at the anti-poverty forum for state,
  - Pratico property behind TASK may be purchased by county, managed by city & could be leased back to TASK and other agencies to create gardens, greenway, and parks. More details to come. Social entrepreneurship program. Richard questioned about what had been dumped and what type of remediation is needed at the Pratico site.
  - Number of meals served at satellite sites continue to increase.
  - SHARE project event is this Saturday.
- Consultant Report (Fundraising/Endowment) –
  - Irwin noted that we will be targeting our most lapsed donors,
  - November 16th at Rider University will be a fundraiser concert-please try to attend,
  - 30th Anniversary event on April 20th,

- March 1st we'll try to purchase part of the house for Sweet Honey & the Rock as start of annual event, goal will be to bring in 30,000 cans of food and to keep admission prices low to bring on lots of people for increased exposure,
- creating budget for 30th Anniversary event and work to get contact with War Memorial,
- Endowment campaign at 92% of 2 million goal

#### Committee Reports

- Finance—Presentation of Proposed FY 2013 Budget—
  - VOTE next month - 2013 fiscal year budget draft –
  - Laney suggested that salary lines be increased. Bob said the committee would like to keep the budget as is and adjustments could happen during the year if necessary. Outside consultant has recently noted that our wage rates are comparable to similar positions in other places, budget suggestions can be offered at any time, the drafting process for the following year begins in April. Motion at accept by Richard, 2nd by Jim, obtain Laney,
  - finance committee met and would recommend that we would take 1 million from the 1.6 in operating accounts to go to endowment with 50% restricted & 50% in general endowment, also investment committee could be approached in the future to adjust needs for annual funds so they can have a long range finance plan to meet those needs, we also want to keep funds dispersed in banks in the community. Part of the endowment could be earmarked for Capital projects, expanded program offerings, etc. as needed as part of our plans for the future - motion made by David, 2nd by Lee to move \$1,000,000 to endowment fund, discussion, motion passed (investment policy is in board manual)
  - Capstone Event—Rental Agreement with War Memorial-- VOTE - motion by Bob 2nd by Richard, motion passed - War Memorial asks for a rental application prior to a contract, cost is estimated at about \$6,200
- Audit Committee- Michael - new chairperson – Mike R
- Development - Michael G- In response to Carolyn's speaking, Philosophy Cosmetics has donated \$25,000& chairperson will most likely attend the fundraiser event, Dennis suggested she might want to earmark it for a scholarship, etc.
- Program- suggested that we have a special luncheon for GED students who passed this year, there were 20+

- Strategic Plan- no report
- Investment - see finance
- Governance—
  - Discussion regarding future Board candidates - 4 members are up for re-election, Emilio, Sajid, Qareeb, Michael G. It was suggested they finish out the 2012 year or that they re-up for another 3 years through 2014. A vote will be taken at the next meeting. Salim and Gary have resigned recently.
  - Ken suggested that bylaws need to be reviewed and revised in the near future. Richard stated that he felt that some of the items in the bylaws must be revised to bring us into better compliance. A summary of changes Richard is suggesting has been requested.
  - Kathy made a motion seconded by Bob to have the group take a 3 year term. It was withdrawn.
  - Mike R. Second by Lee that they finish out 2012, no by Kathy, Mike G, Salij, Emilio abstained, motion carried-
  - a motion was made by Jim that all candidates coming in during 2012 would have terms through 2014, withdrawn due to decision that it was considered unnecessary
  - Michael G stated he would fill Salim's spot on the governance committee
  - Ken noted that there were 2 possible new board members. The board had several questions: Should people come directly onto the board or have served TASK in some area in the past? Should we look for candidates to diversify the board? Target certain areas of expertise? Have more than Ken as the discernment committee? Bring people in as a class vs. singles? It was agreed that we would hold off on bringing in additional board members at this point.
- Consultant's Contract Renewal--VOTE – Move to Executive Session
- Return to Open Session
- Motion for adjournment - Marty & Laney made motion passed by all at 7:50
- Next Meeting Scheduled for July 17, 2012 & no August meeting