

**Beacon for Youth Foundation Board  
Meeting Minutes 7/25/2018**

Attendees: Rich Haffey, Paul Haffner, Chau Huffman, Lisa O'Brien, Stephen Peterson, Tom Schiller, Libby Simmons, Amy Susskind, Fran Unger, Judy Oakman, Jessica Wabler

Stephen welcomed everyone. Members introduced themselves. Stephen asked for approval of the April minutes. Tom motioned. Rich seconded. The motion passed.

Governance

Libby notified the Board of the dissolution of the Donor Development Committee. This was done because the work of the Donor Development Committee and the Foundation Board overlapped so much that it made sense to combine the groups and streamline efforts. All members of the Donor Development Committee were offered membership on the Foundation Board, most of whom accepted.

Approve New Board Members – The following members of the former Donor Development Committee were nominated for positions on the Foundation Board: Kate Bennett, Allison Kahn, and Fran Unger. Stephen asked for approval for these three to join the board. Rich motioned. Amy seconded. The motion passed.

Fundraising Policies and Procedures – Jessica provided an overview of the revised Fundraising Policies and Procedures document, which she sent out prior to the meeting. This was the same document the Board reviewed at the previous meeting with an added section about who can fundraise as well as a few other minor edits. Jessica asked for approval of the updated Fundraising Policies and Procedures (see attached). Fran motioned, and Stephen seconded. The motion passed.

Update on Mission, Vision, & Strategic Planning

Judy provided an overview of the strategic planning work that has been done to date. She informed the group that the process resulted in the need to revisit the organization's mission and vision statements. These along with three new strategic pillars were shared with a focus group of randomly selected Lighthouse employees, which resulted in good feedback and suggestions. Three separate groups (one for each pillar) will be working on developing the activities needed to achieve the desired goals of the plan. The hope is to have the plan finalized to present to the main board at the September meeting.

Fiscal Year 2019 Budget & Spending Allowance

Judy shared a consolidated version of the new fiscal year's budget. The budgeted revenue for the Foundation is \$2,307,045. With budgeted expenses of \$2,253,170, much of which goes toward Lighthouse programming, there is a budgeted surplus of \$53,875. Rich motioned. Tom seconded. The motion passed.

Judy asked the board to approve \$255,000 out of the spending allowance (less than the 4% - \$330,000 - allowed) to cover the costs of two new case managers at Sheakley (\$100,000), operating funds for the group homes (\$75,000), and construction and program development costs for the Agricultural Learning Center (\$80,000). Fran motioned. Libby seconded. The motion passed.

### Investment Committee Update

Tom announced that right now our investments look good despite a bit of a downturn early this year. The total value of our funds as of 3/31/2018 is \$10,922,868. The next committee meeting is scheduled for Wednesday, August 8<sup>th</sup>, at which time the second quarter investment results will be reviewed.

### Fiscal Year 2019 Fundraising Plan Draft

Jessica shared a draft of the fundraising plan for the 2019 fiscal year. There was some discussion, mainly about the Board Member Engagement section. The group liked the idea of bringing this to the forefront and tracking our progress through measurement. It was suggested that we share the sections about board member engagement and planned giving at the Lighthouse Board meeting later that day rather than giving them the entire fundraising plan.

### Events

2018 Beacon – Jessica shared the results of the 2018 Beacon Gala along with graphic comparisons to prior years. (See attached.)

2019 Beacon – Jessica asked everyone to save April 13, 2019 on their calendars for our Beacon Gala celebrating Lighthouse's 50<sup>th</sup> anniversary. She notified them that Candie Simmons and Carole Rigaud are co-chairing the event, the committee is still accepting nominations for honorees, and Lauren expects the events' theme and the honoree selection to be finalized in August.

2018 Fall Event – Chau reminded everyone that the event will take place on Thursday, September 20<sup>th</sup> (*this is a change from what was previously advertised*) at the home of Kim Woods, which is the historic Samuel B. Allen home. Chau shared that the event planning is coming along well. Boutiques and caterers have been secured. She stated that everyone has been very pleased with how the invitation design turned out. Invitations were sent in the mail and extra invitations were available for Board members to take.

### Donor Development

Inside Lighthouse – Jessica distributed the Inside Lighthouse schedule for the remainder of 2018 and encouraged everyone to think about those they could invite to attend. They are free informational events great for cultivating potential new donors or stewarding past donors.

### Fired-Up Fundraising Next Steps

Amy shared that she has been working on developing opportunities to educate and inspire board members to engage in the fundraising process at Lighthouse. She developed an activity to do with the Lighthouse Board of Trustees at their meeting that evening.

The next meeting will be held October 24, 2018 at noon.