

THE HAVEN BOARD OF DIRECTORS MEETING
Minutes – April 26 , 2022, 4:00 p.m.
via ZOOM

Board members present: Colette Barajas, Fran Moore, Jacquie Wohl, Barbara Sattler, Vanessa Seaney, Jeanie Gadea, Tara Radke

Board members absent: Phyllis Howell, India Davis

Staff members present: Jody Little, Frank Pallavicini, Allison La Croix, Kristin Lindberg, Jon Wood, Sharese Bailey, Aimee Graves

Guest: Rebecca Smith

Meeting called to order at 4:02pm

New Board Candidate - Rebecca Smith

Discussion: Board members and staff introduced themselves. Rebecca has been in the field since the early 80's and has over 50 years in recovery. She is a life coach with a focus in behavioral health and addiction. She has experience working with people who have substance use problems. She brings enthusiasm and energy.

Motion by Jacquie to approve Rebecca as a board member and second by Tara. Unanimous approval.

Education minute: CARF standards

Discussion: Aimee presented a power point presentation regarding CARF Governance Standards.

Staff appreciation – Sharese Bailey

Discussion: Sharese is willing to help everyone. She primarily works with our IOP without housing clients. Clients and staff think highly of her and her wonderful attitude. She is warm, empathetic and holds clients accountable while being able to motivate them at the same time.

Consent Agenda –

1. Minutes from March 22, 2022 board meeting
2. Executive Director's report

Discussion: Motion to approve by Tara and 2nd by Jacquie. Unanimous approval.

Committee Reports

Finance – Huge thank you to Cynthia for providing minutes. Went over financial position. Although year to date is a loss of approximately \$104k, it is favorable since we didn't lose as much as we thought. Loss of \$140k in investment accounts for March. Currently operating with 277 days cash on hand which is approximately nine months. Will have a stronger performance in April due to increase in residential clients and IOP billing at 200+ groups per week. Kyle Van

Ort, our investment banker, is moving firms. We've been working with him for over 12 years. He was independent and now is working for Packer Land Brokerage Services. Will contact Kyle to do a presentation at the May board meeting. We will continue services with Kyle for the time being but would like to interview other brokers.

Development – Mother's Day letter went out. Will be celebrating the month of May as "Month of Mother's". Two board members have generously given a Mother's Day match of up to \$6,000. On May 3rd, we will have a table set up at Kendra Scott at La Encantada. We will receive 20% of all sales done in-store while we are there and for 48 hours online. Colette's church has also selected The Haven as their sponsorship for the month of May. Chrysalis dates to choose between are October 12th or October 13th at Tohono Chul. Development committee members have started calling and personally thanking our donors. The donors have been delighted to get the calls. If anyone is interested and wants to call the donors, let us know. For AZ Gives Day, we raised approximately \$6,500 compared to \$800 last year. We increased awareness through Constant Contact and Facebook.

Foundation - No new updates to report.

Personnel – Reviewed performance reviews and employee surveys. All is going well. Will be engaging with an outside consultant between May 2022 and August 2022 to review salaries; Performance Management Systems will be reviewed from May 2022 to January 2023; and Market pricing will be reviewed from May 2022 to June 2023. Currently getting a minimum of three quotes.

Information, Discussion and Action Items

Tour of facility - May 20, 8:30 am – Jacquie shared her experience. She said it was invaluable and she now has a great understanding of the day to day at The Haven.

CARF survey April 28 and 29 – There is an orientation meeting at 8am on the 28th. It's an introduction to each other and what to expect while the surveyors are on site. The board will meet with the surveyors at 3pm on the 28th. The exit interview is scheduled for April 29th at 3pm. The board will automatically receive the invitation to the orientation and exit interview.

Team up – Community Foundation of Southern Arizona has selected The Haven to receive 20 free hours of consultation. This exploration for the board and leadership will focus on how we get The Butterfly Foundation and The Haven to work together. There is a kick off meeting on May 2nd at 3pm with our consultant, Patty C. Questions and action steps will be discussed and help us identify what areas we want to research and what we want to consider.

Trauma Informed Care training – Barbara does volunteer work at Sister Jose's and the University of Oregon provides the free training to non-profit agencies. The training is less than two hours and would be beneficial for each board member. The Haven offers this training through Relias for the staff.

Strategic Plan – 2023 budget: development, review, approval and adoption. Strategic Plan needs to be reviewed by the end of June. Suggestion for a three hour board session with leadership with a facilitator at an off-site venue to review where we are at and how far we've come. We'll review strategies, what to keep and what to delete, along with our successes and failures. This review will inform what we need to put in the operating budget for the board to review.

Legal issue – Mother of a client who died while in The Haven is suing us for wrongful death. We are working with our lawyer. We don't have a lot of information yet, but will pass along any information as we receive it.

Other news

John Wesley Miller passed away last week. He was a longtime supporter and friend of The Haven. His memorial service will be held at Tucson High.

Lenn Ditmanson also passed away. He was a former board member and also a longtime supporter and friend of The Haven. No information regarding his service.

Meeting was adjourned at 5:23pm

Dates to remember

- Next Board Meeting– May 24, 4pm
- Governance meeting – May 4, 12:15pm
- Chrysalis Luncheon - date not confirmed yet
- Kendra Scott Event – May 3, 4 6pm at La Encantada
- Development Committee – May 16, 12pm
- Personnel Committee – May 23, 12pm
- Finance Committee – May 23, 4pm