

THE HAVEN BOARD OF DIRECTORS MEETING
Minutes – May 24 , 2022, 4:00 - 6:00 PM
via ZOOM

Board members present: Fran Moore, Phyllis Howell, Colette Barajas, Jeannie Gadea, Rebecca Smith, Barbara Sattler, Vanessa Seaney, Jacquie Wohl, Tara Radke

Board members absent: India Davis

Staff members present: Amanda Veigel, Kristin Lindberg, Frank Pallavicini, Cynthia Duncan, Aimee Graves, Jon Wood, Allison La Croix, Julie Mairs

Guests: Kyle Van Oort

Meeting called to order at 4pm

Staff appreciation – Amanda Veigel, Residential Technician

Discussion: Amanda has been at The Haven for about 4 ½ years as a residential technician. She ensures that clients attend their groups and helps them learn skills to maintain their sobriety. The board acknowledges Amanda's contributions.

Education minute: Results of CARF Survey

Discussion: Thank you to the board for their level of support and appreciation. The CARF surveyors noted this strength as well as how leadership is dedicated to the standards. Our mission, vision and values are at the forefront for all we do. We received great feedback from our clients and stakeholders. The survey went very well and we should receive our report sometime in June or July. We expect to receive a three year accreditation. There were some findings which we expected so there were no surprises.

Consent Agenda

1. Minutes from April 26, 2022 board meeting
2. Executive Director's report

Discussion: Motion to approve by Tara and second by Vanessa. Unanimous approval. Very cheerful picture in regards to finances. Duplex renovations are complete. We are waiting for the inspection to be done by the City of Tucson. After the inspection is complete, TEP will turn on the power. We expect this to be completed by mid-June. Three kitchens in the houses have been converted into bedrooms. Mary H held the send alumni meeting in May and they have been very successful. Next alumni meeting is scheduled in June at Reid Park. Humane Society has approved our MOU. Hoping to foster our fist dogs in the beginning of June. We are working with a foster coordinator to pick appropriate dogs. The dogs will stay between 14-30 days each.

Investments Presentation – Kyle Van Oort, President, Financial Advisor
Willow Creek Financial Partners

Discussion: Postponed to a later date due to technical difficulties. Julie will coordinate with Kyle.

Committee Reports

Finance: income streams - April was a very good month. We are 5% greater than our budget. We've seen a \$31,000 increase in billing. Expenses are down and revenue is up. Bottom line is a favorable variance to the budget for April. Benchmark is to see an increase in revenue for three months in a row and April marked two months. We received a \$172,000 workforce development grant in addition to another \$100,000 and \$90,000 grants received today. Each grant comes with requirements and admin is working on how to spend the grant money.

Development – Need to firm up the date for the Chrysalis luncheon. Motion by Colette to pick October 12th and second by Phyllis. If the 12th is no longer available, then the 13th is the next choice. Discussed possibly having an open house once the duplexes are ready. We have raised 99% of our goal for our month of mother's campaign and we still have the rest of the month to go. We talked about the possibility of hosting a fundraising event at The Loft where we can rent out a theater and a portion of the proceeds are returned to us. Additionally, we are having another event at Kendra Scott in December. Colette's church picked The Haven for the month of May to sponsor and we'll receive funds from them. A lot of the church members want to volunteer. Aimee will follow up regarding this.

Foundation - Foundation and Governance committee members met to lay out action steps and timelines. No additional updates.

Personnel – The main focus was on medical benefits and meeting with other vendors by the end of May. Open enrollment is in September. Employee survey regarding performance reviews had a good response. Would like to see more formal processes around the committees and more standard process for decision making. Committee minutes will be submitted along with the board report.

Information, Discussion and Action Items

Team up – How do we roll out the Butterfly Foundation and on what timeline. The Governance Committee will discuss during their next meeting.

Board Connection – Event on June 7th at The Community Foundation of Southern Arizona. 36+ non-profit organizations will be there. Volunteers from the community who are interested in serving on boards will be there. Colette, Barbara and Aimee will attend. This is a great opportunity to meet people from the community.

Cultural Competency Plan – Reviewed the client characteristics form and what makes up our clients.

Trauma Informed Care Training - The training is a couple of hours long and well worth our time. May need to sign up on behalf of The Haven. Julie will review the steps necessary.

Strategic Plan – Reviewed goals 1 – 18. Will revise the mission to say “substance use disorder”. The vision statement should have “women” taken out. We are more encompassing of “all”

the community we serve. Values should have more active verbs such as “we believe in...” and “we are committed...”

Result of Kendra Scott event/May match fundraising – We are at 99% of our goal with a few more days still left.

Legal update – No further updates at this time.

Dates to Remember

- Board Connect Event - June 7, 5 -7 PM
- Tour of Facility - June 17, 8:30 – 11:30 AM
- Next Board Meeting– June 28, 4 – 6 PM
- Governance Meeting - June 1, 12:15 PM
- Chrysalis Luncheon – September 23 at Tohono Chul
- Development Committee – June 21, 12pm
- Personnel Committee – June 27, 12pm
- Finance Committee – June 27, 4pm

Meeting was adjourned at 5:58pm