

THE HAVEN BOARD OF DIRECTORS MEETING
AGENDA – February 24, 2024 3:30pm
via Microsoft Teams and in person at
2601 N Campbell, Suite 110

Our mission is to provide professional, holistic services to all women as they unlock their potential while recovering from substance use and while moving toward their best mental health.

Board members present: Kimberly Bond, Colette Barajas, Judith Francis, India Davis, Barbara Sattler, Phyllis Howell, Jeannie Gadea, Fran Moore, Vanessa Seaney, Jacquie Wohl
Staff members present: Emilia Honkasaari, Erisha Green, Cynthia Duncan, Vondi Grijalva, Kelli Gacic, Aimee Graves, Latricia Clary, Julie Mairs

Meeting called to order at 3:35pm

Board Education - Chrysalis Luncheon overview and duties

Discussion: Reviewed instructions and schedule. We have approximately 160 people who will attend. This years goal was 200. If anyone is interested in signing up for specific duties, please let us know.

Barbara – check in table

Phyllis – check in table

Colette – raffle ticket sales

JNR is our main sponsor with a \$10,000 sponsorship, we have 2 bronze sponsors at \$2,000 each and many community sponsors at \$1,000 each. Any baskets that you've put together or gift cards purchased, please drop off at the office as soon as possible. This years centerpieces were made by our Native Ways IOP members.

Consent Agenda

A. Minutes from January 23, 2024

B. CEO's Report

Discussion: Motion by Barbara to approve and seconded by Phyllis. All in favor.

In the clinical portion of the board report, we've seen an increase in planned discharges at residential in January with a decrease in members leaving awol/asa. IOP has been increasing steadily for members without housing. Our census goals were down in January due to the fire watch and having to pause admissions at residential. We are working with our admissions department for strategies how to increase the census. IOP currently has a standby list for bed space. Residential census was 33 on February 23rd with 16 intakes scheduled this week. The goal is 42 members at residential by the end of the week and 51 by March 8th.

I. Committee Reports

Executive

Discussion: Staff have been asking where the proceeds from Chrysalis are allocated. The money raised go to the general fund to support all of The Haven. This year we have changed the remit envelopes and donors can specify where they would like their donations to go. The fire watch is wrapping up and we've been drilling down into why this happened and what we can do better next time in the event this happens again. We've created a checklist and there is an after action report that will be kept. We are also creating a policy that talks about fire safety and what to do

in the event of this sort of emergency again. Our attorney has advised us to not pursue anything from the city. They weighed the pros and cons and conducted a cost benefit analysis and it's just not worth it.

Finance/Audit

a. Board Bullets January 2024

Discussion: Reviewed board bullets and financial reports; balance sheet and income statement. YTD we are down approximately \$268k. Average daily census at residential in January was 29 and the February census was low as well. We are working with the admissions department to increase the census at both residential and IOP.

Development

Discussion: The main focus is our Chrysalis luncheon and we are giving one last push for ticket sales. Fast Pitch is on March 26th. This is an incredible networking event where we will highlight ourselves to raise money. High profile donors and individuals attend the event and our goal is to raise \$75k.

Board Growth and Advancement

Discussion: We are finalizing the board manual that Judith has been working on the past few months and it should be completed within the next month or so. Since Kimberly is the newest board member, we will have her be our test subject. Any board members who have not turned in their annual paperwork yet, please get to Julie as soon as possible. Barbara is the new chair of this committee.

II. Information, Discussion and Action Items

FY23 Audited Financials

Discussion: the non-draft version of the audited financials of what was approved in January is attached for all board members and will be on the board portal.

Chrysalis Luncheon fundraising

Discussion: no additional discussion

Board decision regarding City of Tucson Water and Insurance

Discussion: no additional discussion

Meeting adjourned at 4:35pm

DATES TO REMEMBER

- Chrysalis Luncheon – March 5, 2024 at 11am at Tohono Chul
- Development Committee – March meeting cancelled
- Board Growth and Advancement Committee – March 6, 2024 at 1:30pm via Teams
- Executive Committee – March 6, 2024 at 3pm via Teams
- Finance/Audit Committee – March 18, 2024 at 4pm via Teams
- Monthly Board Meeting – March 19, 2024 at 3:30pm in person and via Teams
- Fast Pitch – March 26, 2024 at 7pm at The Fox Theatre