



THE HAVEN BOARD OF DIRECTORS MEETING

AGENDA – May 28, 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: Phyllis Howell, India Davis, Colette Barajas, Kimberly Bond, Judith Francis, Barbara Sattler, Jacquie Wohl, Fran Moore, Vanessa Seaney, Jeannie Gadea

Staff present: Emilia Honkasaari, Latricia Clary, Aimee Graves, Kelli Gacic, Cynthia Duncan, Allison La Croix, Erisha Green, Vondi Grijalva, Julie Mairs

Guests: James Riley

Meeting called to order at 3:35pm

Board Education

Security Process presentation from JNR

Discussion: Viewed the power point presentation from James Riley of JNR (attached)

Haven Risk Mgmt/Clinical Environment; Substances on Site

Discussion: Erisha Green presented and discussed how we are taking steps after a medical emergency event that happened. We are reviewing our policies and updating them as needed. We are working on changes to our intake procedures and searches for any contraband items that may be brought in. Log books are available at each location.

Consent Agenda

A. Minutes from April 23, 2024

B. CEO's Report

Discussion: Motion by Barbara to approved and seconded by Jacquie.

Latricia has been focusing on outreach and raising The Haven's footprint in the community. Recruiting efforts have been increased and she's been attending conferences to increase community partnerships. Savannah presented her first "medication moment" which will be ongoing and quarterly refreshers with residential technicians will be ongoing.

Committee Reports

Please review the committees' meeting notes, in the board packet on the Board Portal on The Haven website.

Executive

Discussion: Cameras were approved to include IOP and will be installed soon. Aimee has met with all board members and individualized plans were created. Some things that were suggested during the meetings were casual board get togethers, a list of how each board members contributes to The Haven and bios of each board member to include on the website and the board

manual. Thank you all for your continued support of The Haven.

Finance/Audit

a. Board Bullets

Discussion: Reviewed the board bullets. We have meetings scheduled with investments representatives in April, May and June, discussions around possible changes to our investment platforms. The suggestions will be reviewed after the 3rd meeting. Revenue was up in April and we had a small gain; this was due to increased revenue and decreased expenses (primarily due to payroll). Our YTD loss is approximately \$216k.

Development

Discussion: Chrysalis is in March 2025 and we are looking for 100% board participation. The Fast Pitch event that was in March has continued to further The Haven through outreach with a potential for increase in donors. We have been successful with individual donations this year so far but business donations are not meeting our goals, yet. Fast Pitch raised about \$33k and overall we are doing well.

Board Growth and Advancement

Discussion: The manual is almost complete and we are making the final edits. The goal is to have it completed by the end of June. The next focus will be board member growth and recruitment. We have determined that it is best to introduce new board members to The Haven in “tiers”. Introduction/Welcome; Duties; Board Manual.

Information, Discussion and Action Items

Special Projects Award

Discussion: First place will earn \$2500, second place \$100, 3rd/4th/5th place will each earn \$500. Each group will present at the September board meeting. Board members will mentor each team if the teams wish.

The Haven 990 approval and vote

Discussion: Motion by Barbara to approve and seconded by Jeannie. No discussion. Unanimous approval.

Investment Policy approval and vote

Discussion: Motion by Jacquie to approve and seconded by Judith. The policy will be reviewed quarterly and was changed to add position titles and some verbiage is now more specific.

DATES TO REMEMBER

- Development Committee – June 4, 2024 at 11am via Teams
- Executive Committee – June 5, 2024 at 12:15pm via Teams
- Board Growth and Advancement Committee – June 5, 2024 at 1:30pm via Teams
- Finance/Audit Committee – June 24, 2024 at 4pm via Teams
- Monthly Board Meeting – June 25, 2024 at 3:30pm in person and via Teams
- Facilities Tour – July 19, 2024 at 8:30 am
- Staff Appreciation Lunch – November 7, 2024
- Chrysalis – March 2025