



THE HAVEN BOARD OF DIRECTORS MEETING  
AGENDA – August 27, 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:** Colette Barajas, Kimberly Bond, India Davis, Jeannie Gadea, Barbara Sattler

**Board members absent:** Judith Francis, Fran Moore, Jacquie Wohl

**Staff members present:** Aimee Graves, Allie Lippard, Vondi Grijalva, Cynthia Duncan, Emilia Honkasaari, Allison LaCroix, Kelli Gacic, Erisha Green, Lalita Arnold, Julie Mairs

**Guests:** Merryman Putnam

Meeting called to order at 3:31pm

### **Board Education**

#### **Merryman Putnam re market rate update findings**

Discussion: Reviewed salary structure presentation

#### **Staff appreciation – Latricia Clary**

Discussion: Latricia has been an amazing asset to the Haven. She puts the “Human” in Human resources. She consistently makes time to speak with both employees & members. Latricia always participates in fun activities from Spirit week, cooking for themed meals, and even facilitated a group at Residential. She is *always* available when you need help. Even if it is after hours. She makes every effort to make sure that staff are supported and have what they need to complete their various tasks. She does all of this with grace and humor! Latricia is so knowledgeable and dedicated to all that she does. I often see her supporting others in addition to all the job duties she does. She has been a great mentor for me as a leader. Shine on! Ha! An avalanche of accolades. She’s tough. She’s fair. She’s mercilessly smart and professional. One of the nicest things ever... Erisha bumped into a gentleman in the ladies’ bathroom. The man was clearly having some intellectual difficulties. Erisha and Latricia both spent, like, hours keeping this guy from hurting himself or other people. Erisha made the call to 911 about potentially having a silver alert on our hands and Latricia somehow got this guy to let her go through his things in his car and she found the documentation needed to find the people that he appeared to be talking about. Of course, he didn’t have a cell phone! Turned out his sister and nephew really were down the road at Banner. His sister really was receiving medical care and his nephew did verify that his uncle had been having some memory issues of late. Erisha and Latricia were an amazing team. Got the EMTs to take him to Banner to be reunited with his family and evaluated for “yikes – nothing makes any sense today”. Should get a wheel barrow of purple rocks~

### **Consent Agenda**

A. Minutes from June 25, 2024 Board Meeting

B. CEO's Report

Discussion: Motion by Barbara to approve and seconded by Jeannie. Unanimous approval. Vanessa Seaney submitted her resignation and it's effective as of August 15, 2024. The CEO's report has pictures of the newly renovated Mariposa house backyard. AHCCCS' updated Behavioral Health Services Guide will be effective as of October 1, 2024. The new guide may affect our programs and services as we currently offer them. We will continue to discuss the potential changes as we know more. Fran is continuing to help with our audit and we really appreciate her hard work. We received about \$270k in grants/donations during the 2024 fiscal year. We are continuing to raise our online visibility.

## **Committee Reports**

### **Executive**

Discussion: We have a new board portal password. An email was sent to all board members earlier today. The ad hoc facilities committee will be giving any board members who are interested a tour this Friday at 4pm. Kimberly and India will be attending. We will move forward with the Fahrenheit Salary Study Option #3.

### **Finance/Audit**

Discussion: Reviewed the July 2024 board bullets. July showed a positive income of \$40k. Our revenue was more than budget and our expenses/payroll were less than budget. Our FY24 YTD loss is about \$115k. We have 255 days cash on hand which is about 8 months. We've received \$345k in ARPA funds that will be distributed to staff for performance based bonuses. We are close to our audit threshold and the auditors will be here possibly around the end of October.

The finance committee recommends we use Dan Net1 from Ironwood Financial for our investment accounts. We will see an \$18k savings in our first year. Since we do not have a quorum, Jeannie will send an email to all board members for an electronic vote.

### **Development**

Discussion: We did not have an August meeting. Our main focus now is the Chrysalis Luncheon. We are looking for basket donations and table purchases. We received a \$40k grant from the Ruth Alexander Endowment Fund. Our thank-a-thon is ongoing. Please stop by the office if you have time to make some donor thank you calls. All board members are invited to the September meeting for the "kiss the pig" presentation.

### **Board Growth and Advancement**

Discussion: We need to increase board membership. India will invite the former Director of Probation to the next board meeting. Board members are encouraged to extend invitations to anyone they feel might be a good asset. The special projects award will be announced at the November staff luncheon. A letter will be sent to all Haven staff explaining the contest and rules. Staff will present their ideas at the October board meeting.

## **Information, Discussion and Action Items**

### **Banking Resolution for 1st Citizens Bank**

Discussion: This will allow a working capital line of credit for when we have fluctuations in our cash flow. A \$50k line of credit is recommended by the finance committee. The resolution in its

entirety was read to the board. Motion by Jeannie to accept the resolution and seconded by Colette. Unanimous approval.

### **Facilities Committee Update**

Discussion: No updates at this time. All board members are encouraged to attend the facility tour on August 30<sup>th</sup> at 4pm.

### **Vanessa Seaney resignation effective August 15**

Discussion: Vanessa submitted her resignation effective August 15<sup>th</sup>.

Meeting adjourned at 4:55pm

### **DATES TO REMEMBER**

- Development Committee – September 3, 2024 at 11am via Teams (Guest presenter - all board members invited)
- Executive Committee – September 4, 2024 at 12:15pm via Teams
- Board Growth and Advancement Committee – September 4, 2024 at 1:30pm via Teams
- Facilities tour – September 20, 2024 at 8:30am
- Finance/Audit Committee – September 23, 2024 at 4pm via Teams
- Monthly Board Meeting – September 24, 2024 at 3:30pm in person and via Teams
- Staff Appreciation Lunch – November 7, 2024
- Chrysalis Luncheon – March 13, 2025