

Minutes
Bridges Outreach, Inc.
Board of Trustees Meeting
November 2, 2015
Oakes Center, Summit, NJ

PRESENT: Lois Bhatt, Amanda Parrish Block, Alison Bryant, Michele Damodaran, Brian Ginsburg, Coleen McCaffery, Malcolm Mead, Kathy McHale, Jennifer Rooney, Joshua Schor, Victoria Smith, Beth Tulloch

ABSENT: Coni Frezzo, Laura Zinn Fromm, Jon Maslin, Geoff Worden

The meeting was called to order by Amanda Parrish Block at 7:10 pm.

CONSENT:

Consent Agenda: September 2015 minutes, Conflict of Interest Policy, Gift Acceptance Policy, Simple Document Retention and Destruction Policy, Privacy Policy
A motion to approve the Consent Agenda was made by Alison Bryant and seconded by Kathy McHale. Motion passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Lois Bhatt informed that 90K in grant money has been awarded, but not yet received. The photography program in Newark is going very well, and we are expecting some positive press in the Star Ledger this Friday, November 6, 2015. In partnership with other non-profits, Bridges will be hosting a holiday party in Summit. This satisfies requirements for the Summit Area Public Foundation Grant. Both Christmas and New Year's fall on Fridays this year, but Runs will be covered.

DEPUTY DIRECTOR'S REPORT:

Beth Tulloch reported that Annual Appeal letters should go out by tomorrow, November 3, 2015. If you have any address changes, please return the envelopes to Lisa Fitzsimon's box.

TREASURER'S REPORT

Kathy McHale presented financial information for June 2015 through September 2015. Expenses were predictable, whereas income was not. Income was lower than expected due to 90K in grants not yet received. Expenses, primarily employee compensation, were a bit higher than budgeted numbers.

A cash flow comparison from 2014 to 2015 indicates that our cash flows are following an expected pattern. The next step will be to look closely at grants (pending, received, expiring, restricted/unrestricted), program expenses, allocation of program expenses, and allocation of salaries and administrative costs. This analysis will provide a clearer picture for the strategic plan.

STRATEGIC PLANNING:

Jennifer Rooney noted that committees have been formed to assess each service line or function within Bridges. Every committee will evaluate and provide feedback for the strategic plan; committees are encouraged to be creative. The goal is to synthesize information and to develop a three-year strategic plan by fiscal year end. The initial step will be to ascertain core values. Board and staff will be invited to contribute via a Google document.

NEW BUSINESS:

Beth Tulloch asked that board members sign the Conflict of Interest Policy and return it to her. She will be emailing out a list of companies or foundations that have been identified for potential grants. Board members should reply to her if they have any contacts within these organizations.

Coleen McCaffery requested that board members create LinkedIn accounts, if they have not done so already, and list themselves as Bridges Outreach, Inc. board members. Lois Bhatt mentioned that *individuals should always check with the Bridges' office before contacting anyone about funding.*

Lois Bhatt indicated that several companies have been interested in the packages offered for Employee Volunteer Days. Dun and Bradstreet, Reed and Catalent Pharma Solutions have already scheduled dates. Optum hosted at Volunteer Day in August, and Alison Bryant was a speaker.

Malcolm Mead provided an update on the tailgate event that he sponsored at a recent Delbarton football game. Students from multiple NJ schools were invited to enjoy food, to win prizes and to get free t-shirts. The goal of the event was to raise awareness about homelessness and Bridges Outreach, Inc. Clothing was collected for Bridges, and email addresses were recorded for those interested in joining Teens Tackle Homelessness.

The meeting was adjourned at 7:55pm.

EXECUTIVE SESSION:

The board participated in discussion without staff presence.

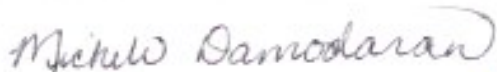
The session was adjourned at 8:30pm.

UPCOMING MEETING DATES:

Tuesday, January 19

Monday, March 7

Monday, May 2



Respectfully submitted by Michele Damodaran

