

High Hopes Executive Committee  
Meeting Minutes  
April 10, 2018

**Attending:** J. Catlett, S. Douglas, S. Hill Canning, J. Kangley, J. Ridgway, S. Smith, K. Stalsburg

**Absent:** D. Welles

The meeting was called to order at 5:05 pm.

**Chair Update:** J. Catlett opened the meeting. He and K. Stalsburg presented proposed April Board meeting agenda to include staff presentation on volunteers by A. Tripson and brand/logo update by J. Visgilio of Overabove. All discussed presentations and agenda was agreed on. J. Catlett reported Strategic Planning committee forming with K. Gibson, S. Hill Canning, and V. Newton committed.

**Executive Director's Report:** K. Stalsburg reported new Program Coordinator has been hired, staff reviews finished, and she is working on her annual review. HRAC is supportive of one-time, performance-based monetary staff bonuses. K. Stalsburg recognized the excellent job staff has done in covering during M. Ellis's absence. K. Stalsburg also reported Risk Management Safety Council, voluntary OSHA compliance, and plan for peer assessment of safety procedures have been initiated. Camp Harkness program has been terminated. All agreed High Hopes had fully supported the program, but it could not be sustained due to lack of support from partner organizations.

**Governance Report:** S. Hill Canning presented proposed Trustee and Officer slate 2018-19. She will conduct exit interviews with outgoing Board members. Incoming Board members have been assigned mentors.

**Finance Report:** K. Stalsburg reported for D. Welles. Finance committee working on budget assumptions including staff and technology needs. Program fees are scheduled to increase 5%, and contract negotiations have begun. There has been a slight decrease in Training and Education revenue due to certification changes made by PATH.

**Development Report:** J. Ridgway reported proposed budget was presented to Development Committee for review. Endowment Campaign remains in silent phase with current focus on achieving 100% Trustee participation. Slight decrease in Annual Appeal giving attributed to kickoff of Endowment Campaign. Annual Appeal giving projected to even out or increase as Endowment Campaign matures. June Benefit planning underway with Corporate Sponsorship Committee set to exceed goal. K. Stalsburg led discussion of June Legacy Event and other upcoming cultivation events.

The meeting was adjourned at 5:20 pm.

Respectfully submitted by,

Jacqueline Kangley  
Secretary

