



**Ohio Association of
Community Action Agencies**

**Ohio Association of Community Action Agencies
Board of Trustees Meeting
October 17, 2014
Doubletree by Hilton
Worthington, Ohio**

Members Present: Tom Reed, President; Gwen Robinson, Second Vice President; Ruthann House, Treasurer; Janice Warner, Secretary; David Shea; Wayne McLaughlin; Judith Barris; Josh Anderson; Bambi Baughn; Steve Sturgill; Kem Kepton; Deb Gerken; Tim Donnellan; Gary Obloy; Bo Chilton.

Members Excused: David Brightbill, First Vice President; Joe Devany; Robert Hamilton; Gary Ricer; Cheryl Thiessen; Alvin Norris; Rodney Reasonover; Malcolm Costa.

Staff Present: Philip E. Cole, Executive Director; Josh Summer, Development Director; Kathryn Clausen, Communications Director; Lorie McClain, Program Manager and Neva Dunn, Office Manager.

Guests Present: Jim Mermis, The Junto Company; Paul Kudlak, The Junto Company; Mrs. McLaughlin.

Mr. Reed called the meeting to order at 10:55 a.m. and acknowledged a quorum.

Mr. Reed called for a moment of reflection.

Mr. Reed requested an amendment to the agenda to reflect the DSA report was presented during the OCATO board meeting. He also requested to add Social Enterprise Committee report to the agenda. Mr. McLaughlin motioned to approve the agenda as amended. Mr. Anderson seconded. The motion passed.

Mr. Shea motioned to approve the July 2014 and September 2014 minutes. Mr. Anderson seconded. The motion passed.

Finance Report: Ruthann House

Ms. House stated there were no concerns presented in the financial reports. Ms. House moved for the board to approve the financial report and place on file for audit. Mr. Sturgill seconded. The motion passed.

President's Report: Tom Reed

Mr. Reed reported the creation of the new board National Strategies Committee to handle requests from other states regarding technical assistance. Mr. Reed appointed members of the



committee due to their national recognition and Community Action experience. Members include Gwen Robinson as Chair, Janice Warner, Tim Donnellan, Joe Devany, and Cheryl Thiessen. The committee will review requests as they are received.

Legislative Committee and Executive Directors Report: Philip Cole

Mr. Cole is working collaboratively with the board of directors of Pathway in search of a new executive director following the resignation of Mr. Lowe. CEOGC is also in the process of selecting a new executive director. CEOGC has met 82 percent of Head Start enrollment and is continuing to progress during their restructuring. SOURCES board of directors have led the agency well as they work with CAPLAW and private counsel to maintain resources in the community as they transition services to Lima-Allen CAA.

Mr. Cole updated the board regarding potential sponsorship of VirtualCAP. Review of the financials show the project to be sustainable through 2017 with no decline in support anticipated or expected. The board and Mr. Cole discussed whether or not to contract with VirtualCAP or create a new employee position. Ms. House requested the project be added to the 2015 operating budget to review and discuss at the November board meeting.

Executive Session:

Mr. Obloy motioned for the board to enter into an executive session. Mr. Sturgil seconded. The motion passed. The staff was excused. The executive session began at 11:17 am.

Mr. Sturgil motioned to end the executive session. Ms. Gerken seconded. The executive session ended at 12:15 pm. The board directed Mr. Cole to make further investigations into the agency that was discussed during the executive session.

Mr. Reed welcomed Mrs. McLaughlin to the remainder of the board meeting as a guest.

Public Relations Report: Janice Warner

Ms. Warner deferred the report to Kathryn Clausen. Ms. Clausen briefly discussed updates made to the website and blog. Ms. Clausen discussed the PR Group conference call which was well attended by member agencies. During the call, she introduced herself to the PR group, discussed the survey that was sent prior to the call, sought input from the group related to the PR track at the Winter Legislative Conference, requested success stories to assist with the upcoming State of Poverty Report release, and discussed Community Action awareness campaign options.

Ms. Clausen reported she was in the early stages of developing an advocacy folder for agencies. She also discussed the early phases of the annual report design and polled the board on their preference to include executive director names with the agency listings. The board decided to include names with each agency listing. Ms. Clausen also announced that she would be available to take voluntary photographs of the board at the October and November board meetings for use in publications.



Social Enterprise: Robert Chilton

Mr. Chilton discussed the social enterprise track at the winter conference. It is believed there will be a great benefit to the training and he will continue to seek input from agencies currently operating a social enterprise.

Personnel Report: Tim Donnellan

No report.

Best Practices: Bambi Baughn

Ms. Baughn reported there had not been a meeting regarding best practices though discussions have continued electronically via email. With the support of the John Glenn School of Public Affairs, the formerly known as "best practices awards" are transitioning to "innovations awards" that better describe its purpose. The innovations awards will focus on the unique programs that have worked for individual communities as opposed to best practices that imply streamlined program designs. Ms. Clausen will be the staff contact for the committee members.

Energy Report: Joe Devany

Mr. Devany announced the OPAE conference is scheduled for next week. There was no other report.

Head Start Report: Rodney Reasonover

No Report.

CAPLAW: David Brightbill

No report.

Partnership Report: Joe Devany

No report.

Agency/District Reports:

No reports.

Old Business

No old business

New Business

No new business

Open Dialogue

Ms. Robinson announced Ms. Dunn's son was recognized as being one of the "Top 40 Under 40" in the Cincinnati area. His work with the Cincinnati Regional Transportation Department, as the board chair, is to be commended. The board, staff and guests applauded Ms. Dunn and her son.



Ms. Warner motioned to adjourn the meeting at 12:39 PM. Mr. Shea seconded. The motion passed.

Respectfully submitted,

Janice W. Warner, Secretary

Date