

**CACHE BOARD OF DIRECTORS MEETING**  
**Minutes, Tuesday, May 18, 2010**

The meeting of the CACHE Board of Directors was **called to order** at 8:27 a.m. by Rosa Mason, Vice-Chairperson.

The following **Board Members** were **present**:

Sister Kevin John Shields, O.P.	Esther Harris
Rosa Mason	Arleen Glass

**Others present**: Gladys Walker, Executive Director

At 8:27 a.m. an **Emergency Meeting** was called by Sister Kevin and 2<sup>nd</sup> by Esther Harris. Motion Carried.

**Communications received**: Two (2) pages of petitions were received to seat **Attorney Charles R. Olsen, Jr.** on the CACHE Board of Directors, Low Income Sector, for the **term March 2010 to March 2013**.

Arlene Glass moved and Esther Harris 2<sup>nd</sup>, that Attorney Charles R. Olsen, Jr. be seated on the CACHE Board of Directors in the Low – Income Sector for the term March 2010 to March 2013. The motion was carried.

A letter was received from Dorothy Butero advertising clothing for the needy. Interested persons can call 292-4525.

Ester Harris moved, and Attorney Charles Olsen 2<sup>nd</sup> to go into a regular meeting. The motion carried.

**Approval of Minutes**:

Arleen Glass moved and Rosa Mason 2<sup>nd</sup> to approve the minutes of March 16, 2010. The motion carried.

**Presentation of the Financial Report**: Gladys announced that our budget is a little over 2 million dollars. She spoke of all the different services that CACHE offers. She also spoke about the ARRA services offered such as paying for job exams and licenses for people to be able to work. Gladys will speak with the Sullivan County Partnership for Economic Development regarding making available to them CSBG ARRA funds to create jobs. The agency needs to expend at least half of \$ 95,891. The CACHE Board & the Department of State, Division of Community Services must approve a program partnership.

**CACHE Board Meeting: May 18, 2010**

**Committee Reports:**

Executive . / Finance Committee: None  
Personnel Committee: None  
Board Development/Planning Committee: None

**Executive Director's Report:**

The executive director reviewed the definitions describing people serviced by the agency as discussed in the last meeting. She was asked to list words and definitions so the board could agree on how to refer to them. A list defining the following words was presented: participants, clients, consumers, customers, and stakeholders. It appeared client, consumer, or stakeholders seemed appropriate.

She reviewed the budgets prepared by the Fiscal Officer with the Board. Gladys also reminded everyone that the Audit Entrance Conference will be conducted by Andy Arias of Cooper & Niemann on Friday, June 4<sup>th</sup> at 8:30 A. M. Two (2) Fiscal Analyst will be present at the meeting.

The Weatherization grant was increased from \$ 300,000 to \$ 475,000 and then reduced to \$ 375,000. We have been awarded an American Recovery & Reinvestment (ARRA) grant in the amount of \$ 1 Million over a two (2) year period and will apply for an additional \$ 600,000 to weatherize multiunits.

The CACHE HPNAP (food pantry) Program grant was reduced \$ 10,000. We are looking for a place to move the Thrift Shop.

We are planning a Domestic Violence Softball Tournament. We are looking into liability insurance and assorted details to ensure the agency is properly insured and the affair will be a success.

**Old Business:**

CACHE, Inc Strategic Plan 2010 – 2013. The Board agreed to accept the comments / suggestions recommended by Darlene Fedun as recorded in the minutes.

**New Business:** None

**Other:**

Gladys Walker recommended that the Weatherization Director's salary be increased from \$ 31,850 to \$ 41,600; the Auditor's salary be increased from \$ 29,120 to

**CACHE Board Meeting: May 18, 2010**

\$ 33,280: the Crew Foreman (site manager) be increased from \$ 24,960 to \$ 30,160; and the Office Manager's salary be increased from \$ 24,570 to \$ 25,480. Also all Weatherization Technicians starting salary per hour be increased from \$ 10 to \$ 11 per hour. Arleen Glass moved and Esther Harris 2<sup>nd</sup> to accept the recommendation. The motion carried.

Gladys announced that the Fiscal Officer is going to retire next year (April 2011).

**Adjourn:**

Arlene Glass moved to adjourn the meeting and Sister Kevin 2<sup>nd</sup> the motion. The motion carried and the meeting was adjourned at 9:50 A.M.