

**CACHE BOARD OF DIRECTORS
BOARD MEETING MINUTES**

July 19, 2011
Board Room , 2nd Floor
63 South Main Street
Liberty, N.Y. 12754

The **Emergency Meeting** of the CACHE Board of Directors was **called to order** at 8:50 a.m. by Rosa Mason, Board Chairperson. The meeting was held in the Board room on the 2nd floor at 63 South Main St., Liberty, N.Y. 12754.

The following **Board Members were present:**

Robyn Gerry
Esther Harris

Anita Parkhurst
Charles R. Olsen, Jr.

Rosa Mason

Others Present:

Josephine V. Finn, Attorney , CACHE Board of Directors
Gladys Walker, Executive Director
Kimberly Ramos, Fiscal Officer

There were no **community concerns.**

Communications received:

- 1) A letter was received from James W. Leary, Associate Counsel, Office of General Counsel. Mr. Leary advised CSBG funding for FY 2012 is expected at a much lower level and he states the President is calling for a 50% reduction. The State of New York will make payments appropriated.
- 2) Anita Parkhurst read a letter from ARC regarding re-seating Rosa Mason to represent ARC. Robyn Gerry moved and Anita Parkhurst 2nd to seat Rosa Mason to represent ARC for the term beginning March 2011 and ending March 2014. The motion was carried.

Approval of Minutes:

Corrections to minutes dated May 17, 2011 as follows:

Rosa Mason is Chairperson and her office was incorrectly noted in the first paragraph **and** in approval of minutes. Also the spelling of Robyn's name should be corrected in the minutes.

The **Regular Meeting** of the CACHE Board of Directors was **called to order** at 8:59 a.m.

Anita Parkhurst moved and Charles Olsen, Jr. 2nd to approve the minutes of May 17, 2011 with corrections noted above. The motion was carried.

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Presentation of Financial Report:

Kimberly Ramos, Fiscal Officer gave the following report:

The CSBG budget for the period 10/1/2010 to 9/30/2011 was cut \$ 6,339 and is expected to be cut further. An up to 50% cut has been discussed in Congress and it appears the President is supporting that percentage. CACHE had a carry over balance during the last 2 fiscal years and these carry over balances help offset cuts in funding.

The Criminal Justice budget (Domestic Violence) is on schedule with spending and the CSBG Discretionary (Family Development) budget is on schedule. The regular Weatherization contract ended June 30, 2011. The Weatherization ARRA program will be extended to 12/31/2011.

Domestic Violence bed nights are low. We anticipate being able to cover expenses. Family Development Parent Aide hours are increasing.

Esther Harris moved to accept the report and Robyn Gerry 2nd. The Motion was carried.

Committee Reports:

Committee assignments for 2011 – 2012 were passed out. Robyn Gerry moved to accept the assignments and Anita Parkhurst 2nd. The motion was carried.

There were no other committee reports.

Executive Director's Report:

The department reports were mailed to all Board Members.

The Executive Director discussed the "Notice: Intent to Contract " with the Board. This is the community action basic funding.

She advised she will discuss the evaluation of the Fiscal Officer in Executive Session.

She discussed the proposal she & Walter Stein, Family Development, are working on and will present to the NY State, Department of State, Division of Community Services.

Old Business was not discussed.

There was no **New Business**.

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Other:

The Executive Director asked the Board to review for approval the Community Services Block Grant, Grantee Authorized Signature, dated July 19, 2011, and as read. Rosa Mason, Board Chairperson, called for the motion.

Robyn Gerry moved to approve as read the Authorized Signatures and Anita Parkhurst 2nd. The motion was carried.

Executive Session:

The Board discussed the evaluation of the Fiscal Officer.

The contract of the Board Attorney.

Charles Olsen, Jr. moved and Anita Parkhurst 2nd to come out of Executive Session at 9:47 a.m.

Adjourn:

At 9:48 a.m. Charles Olsen, Jr. moved and Robyn Gerry 2nd to adjourn the meeting. The motion was carried.