

Board Meeting Minutes
March 22, 2018
Conference call

HVADC

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**BOARD OF
DIRECTORS**

President
Mark Doyle

Vice President
Walter Garigliano

Treasurer/Secretary
Ann Finnegan

David Church
Dennis Doyle
March Gallagher
Eric Ooms

Executive Director
Todd Erling

Board members: Mark Doyle, Ann Finnegan, Walter Garigliano, March Gallagher, Eric Ooms

Staff: Todd Erling & Mary Ann Johnson

Meeting called to order at 9:05.

Minutes from Dec 15, 2017 were reviewed. March made a motion to accept and Ann offered the second. All members voted in favor to accept as presented.

Financials – Todd reviewed the Profit & Loss statement and balance sheet with the Board. March made a motion to accept and Eric offered a second for the motion. All members voted in favor to accept the financials.

Audit – Todd discussed the audit process and Ann followed with a summary of the meeting with auditors. Mary Ann explained HAVDC's internal process to prepare and then work with auditors while they were on-site.

Todd mentioned there are new reporting standards for 2018 and we had a discussion with auditors on implementation. Reporting will require additional information on program expenses.

March made a motion to accept the audit and a second was offered by Eric. All members voted in favor to accept the audit.

ABO Compliance – Mary Ann explained there were a couple of items for the Board to address as follows:

Performance Measures Report – March suggested we add wording to section on technical assistance and the Board agreed. March then moved to accept and second was offered by Ann. All members voted in favor to accept the Performance Measures Report.

Board Evaluation – Mary Ann requested Board Members submit because HVADC is obligated to aggregate and submit via email by 3/31.

Financial Disclosure – MA & TE requested to have the board submit for HVADC to have on file.

Other Business – Mark mentioned we should look at the strategic plan as guidance for the work for the year. Todd and Mary Ann also provided programmatic updates.

Full board meeting schedule is quarterly and for the remainder for the year, the Board will be meeting in June, September and December.

Mark and staff will review strategic plan and programmatic updates.

Monthly call in meetings have been on the first or second Wednesday but this is a conflict for some. Todd suggested second Friday for the call in and the members agreed to try that time.

Meeting was adjourned at 10:45.