

BRANFORD HUMAN SERVICES BOARD

October 9, 2018

The meeting was called to order at 8:06am.

Present: Peter Cimino, Bill Keane, Sarah Lockery, Maria Storm, Jane Novick, Ed Mapp

Excused: Betty Haas, Elizabeth Sattelberger, Tom Mahoney, Kevin Halloran

- I. **Minutes:** Minutes from September 11, 2018 meeting were read and approved.
- II. **Communications:** Received a \$10,000 check from the Archdiocese of Hartford's Archbishop's Annual Appeal's Vicariate Outreach Program.
- III. **Fees and Statistics:** The revenue goal for fiscal year 2018-2019 is \$420,000 not including grants.
- IV. **Social Services/Basic Needs Account:** As of the end of FY18-19 Q1, the balance of the Special Revenue Fund was \$925,328.17. The balance of the Basic Needs account was \$163,396.56. The balance of the Donation account was \$91,501.95.
- V. **Revisions to Policy Manual:** Revisions to the policy manual are still under way. Once finalized, it will be distributed to the Board.
- VI. **Director's Report:**
 - *Open LCSW Position* – The open LCSW will be filled as soon as possible.
 - *Secret Santa Program* – The Secret Santa Program will be starting up again in the next few weeks.
- VII. **Old Business:**
 - *Strategic Planning Meeting* – The next strategic planning meeting is scheduled to take place on Wednesday, October 10.
- VIII. **New Business:** No new business was presented.
- IX. **Any other business that may properly come before the Board:** No other business was presented.

The next meeting of the Branford Human Services Board will take place on Tuesday, November 13, 2018 at 8:00am at Branford Counseling Center, 342 Harbor Street, Branford, CT 06405.

Minutes submitted by Jennifer Sylvia.