

CARDV Board Meeting
Advocacy Center
2208 SW Third Street, Corvallis
Minutes

July 28, 2020

Meeting called to order at 5:29

Board Members Present: Mary Bentley, Kate Caldwell, Kathy Feser, Jim Luebke, John Marchel, James Schupp, Rebecca Camden, Amanda Grolemond, Kayla Steindorf, Candy Pierson-Charlton, Lisa Chiles,

Board Members Absent: Cari Maes,

Staff Present: Heidi Henry

Review/Approval of Minutes: A motion to accept the June minutes (with a small edit on the amount of the budget deficit) was made and seconded. Motion approved unanimously.

Interim Executive Directors Report: Heidi Henry

Heidi presented her report. Some of the things that she emphasized were:

- Heidi finished the pay equity study so the July paycheck will show a change for some.
- CARDV is interviewing and hiring for advocates (approximately 2 hires a month) until slots are full.
- Call to Safety is in Portland (charges \$0.60/hour). Heidi is considering working with this organization to take calls, especially overnight. Heidi will check their references and share more info with the board. (She will also engage the managers to look into it.)
- For the website, Ireland will just list the board's names and board position. (no pictures or bios)
- Kayla and Candy will join the Personnel Committee to review the new handbook.
- Heidi is applying for a Cultural Grant and is making a link to Casa Latinos Unidos to help with this grant.
- Our original by-laws stated that CARDV was a membership organization. Our new by-laws state that we are not a membership organization yet we don't have the proper proof to make the change. Rebecca recommended that we make this happen. Kayla offered legal help with this.
- CARDV's Administrative team is great!
- The Shelter Housekeeping position is no longer needed. We will be using Merry Maids.

Updated Policies: Kayla Steindorf

- Conflict of Interest
- Whistle Blower – we are still searching for a Whistle Blower contact
- Board Confidentiality
- Employee Confidentiality
- Lobbying and Political Activity
- Document Destruction and Retention
- Employee Grievance and Communication
- Diversity

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Kate asked the board to adopt the policies (knowing that the Whistle Blower policy is incomplete). This was seconded and passed unanimously. Board members should sign it once it's adopted and final.

Committee Reports

Executive Committee: Kate Caldwell

- See the report
- Kate emphasized that we will begin the ED search in August. The committee will be John Marchel, Jim Luebke, Kate Caldwell, Rebecca Camden, and Lisa Chiles. We will add one staff member.
- Kate will work with Heidi on finding the staff member.
- Kate updated us on the changes in board membership.

Finance committee: Rebecca Camden

- Rebecca summarized the working document that Ireland and Heidi are using to find solutions to the hole in the budget.
- Rebecca also wanted us to know that the annual audit is underway.

Breakfast: Lisa Chiles/Rebecca Camden

- Please see the minutes.

Run Committee: Kathy Feser

- Please see the minutes.

Board Development: John Marchel

- John reminded us that we have five openings.

Personnel Committee: Mary Bentley

- Mary has a copy of the new handbook. Kayla, Candy, Mary and Rebecca will review. Once it is reviewed, it will be shared with the board.

Resource Development Committee: Rebecca Camden

MCEV: John Marchel

Linn County:

Additional Issues:

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Kathy will be out of town during the next board meeting and won't be able to attend. We will have Amy Reynolds take notes next month.

Jim brought up the issue that domestic violence survivors sometimes don't come to shelter because shelters are typically pet-free. Heidi is aware of the problem and is working with hotels etc. It might be worth looking at Purina (Purple Leash Project) for grants.

The board didn't go into executive session this month.

Meeting Adjourned at 6:49 pm

CARDV Board Meetings 2019: Every fourth Tuesday at the Advocacy Center, 2208 SW 3rd, unless otherwise noted

1/28, 2/25, 3/31, 4/28, 5/26, 6/23, 7/28, 8/25, 9/22, 10/27, 11/17(tentative), 12/15(tentative)

CARDV Board Attendance

2020

Name	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Mary Bentley Previous Chair	✓	✓	✓	✓	✓	✓	✓					
Kate Caldwell Chair	✓	✓	✓	✓	✓	✓	✓					
Rebecca Camden Treasurer	x	✓	✓	✓	✓	✓	✓					
Lisa Chiles	✓	✓	✓	✓	✓	x	✓					
Kathy Feser Secretary	✓	✓	✓	✓	✓	✓	✓					
Amanda Grolemond	✓	x	✓	x	✓	✓	✓					
Jim Luebke	✓	✓	✓	✓	✓	✓	✓					
Cari Maes	✓	x	✓	✓	✓	✓	x					
John Marchel In-coming Chair	✓	✓	✓	✓	✓	✓	✓					

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Candy Pierson-Charlton							✓					
James Schupp	✓	✓	✓	✓	✓	✓	✓					
Kayla Steindorf						✓	✓					