



Our Little Haven Board of Trustees
Semi-Annual Meeting

Wednesday, February 22, 2017

The Engineer's Club of St. Louis

4359 Lindell Boulevard ~ St. Louis, Missouri 63108

Breakfast Begins at 7:15 am ~ Meeting Begins at 7:30 am

Agenda

- I. Invocation -
- II. Welcome and Introductions - Bill Newbold
- III. Program Report Mike Bahlinger
- IV. Financial Reports Mike Bahlinger
 - A. Committee Reports
 - B. Courage and Care Giver Funds
- V. PQI and The Work – *25th Anniversary* Scott Hummel
- VI. Corporate Matters Paul Klug
- VII. Trustee and Development Chris Munoz
 - A. Haven Club Update
 - B. Strategic Plan – Process and Updates
 - C. Review of Recent Activities
 - 1. Golf Outing
 - 2. Clay Day
 - 3. Chic Boutiques
 - 4. Holiday Hugs at the Haven (Majorette Party, Appeal, Etc.)
 - D. Upcoming Events –
 - 1. Calendar of Invites
 - 2. *Dinner-Auction* – Sunday, April 23, 2017 Matt Stroble & Steve Faust
- VIII. Risk Management Issues Mike Bahlinger
- IX. Old Business Bill Newbold
- X. New Business Bill Newbold
- XI. Next Meeting Bill Newbold
 - Wednesday, September 13, 2017
- XII. Adjourn Bill Newbold

MINUTES OF THE SEMI-ANNUAL MEETING
OF THE BOARD OF TRUSTEES
OF OUR LITTLE HAVEN
Wednesday, February 22, 2017

The semi-annual meeting of the Board of Trustees was held at 7:15 a.m. on February 22, 2017 at the Engineers' Club in St. Louis, Missouri with a quorum present.

Chairman Newbold welcomed the Trustees, called the meeting to order and Kathleen Hummel offered a prayer and all were invited to enjoy breakfast.

At 7:50 am, Chairman Newbold welcomed Mary Stroble, Mary Ann Faust and Rev. Ronny O'Dwyer, SJ as guests. After introductions, Bill reminded all that March 1, 2017 would be the beginning of OLH's 25th anniversary as she opened her doors on 3/1/1993. Bill led some reminiscing and invited the Trustees to help celebrate this milestone.

Program and Financial Reports by Mike Bahlinger

Mike spoke about the four programs in place:

Keystone Mental Health Program – a continuum of care by licensed professionals offering a broad range of mental health services for children and families. These services include assessments, screenings, treatment and consultation. Keystone served 400 clients for calendar year 2016.

Keystone: "Improving wellbeing and increasing access to treatment."

Our Little Academy – an innovative day treatment program for children ages 3 to 5½ with behavioral or mental health challenges. Unique to the region, licensed professionals provide therapies and support services within a pre-school setting offering a "one stop shop" for those families needing specialized services. OLA served 14 kids this past year.

Our Little Academy: "A gateway to care, a bridge to kindergarten."

Taylor Family Care Center – a foster care case management program providing care for children and families in the foster care system due to abuse and/or neglect. The TFCC professionals assist families with reunification and if that is not possible, transition the child into safe, secure, loving and permanent homes.

TFCC served 117 kids and achieved a 41% permanency rate (contractually obligated for 30%.)

Taylor Family Care Center: "Finding permanency for kids through family centered care."

Medical Case Management – designed and developed by OLH to respond to the medical health needs of children in the foster care system. Services are provided by licensed R.N. and include medical health needs assessments, collection and review of medical records, development of individualized primary care plans and building of relationships with the families and primary health care providers.

Medical Case Management: "A unique, holistic continuum of care."

Mike then presented and reported on the latest financial report using a Power Point presentation and handouts. This report reflected the figures for the 7 months ending January 2017. All in attendance were provided with a copy of this PowerPoint and with the most recent financial report which was also sent to everyone in advance of the meeting with the meeting notice. Mike's presentation included highlights of the finances, the current Balance Sheet and Income Statement, net assets, and sources of revenue.

Specifically, Mike reported:

- ◆ Net assets greater than \$10,000,000
- ◆ Revenues are up
- ◆ Sizable bequest of \$170,000
- ◆ Nothing unusual or extraordinary on the Expense side
- ◆ Christmas and Holiday Appeal resulted in \$380,000 (new record income)
- ◆ Local family became new donor with a \$60,000 gift
- ◆ Trustees are responsible for approximately 21% of the revenues.

Mike also reported that both the Investment Committee and the Compensation & Audit Committee has met several times through the year – he thanked the members for their time and consideration and presented the reports from the Committees.

Mike then invited Chairman Newbold to discuss the new Care for the Caregiver’s Fund, the Courage Fund and the Investment Committee’s Report.

Bill also reminded the Trustees that the Care for the Caregiver Fund was a gift from Mr. Jack Taylor of Enterprise Holdings in June 2015 and is being used as an investment for the Caregivers’ (employees) works – an opportunity to enhance the employment benefits to encourage effort and loyalty. Bill went on to explain that this gift has allowed for several innovative processes (i.e. training budget and benefits) with regard to recruitment and retention of staff.

Bill and Mike then went on to report the most recent portfolio analysis which indicated the investment funds, the return and the purpose of the investments. Bill also reported that the Investment Committee meets regularly and will continue to manage the funds. After some discussion, the Trustees accepted the report.

PQI and The Work – 25th Anniversary – by Scott Hummel

Bill introduced Scott to talk about the work at Our Little Haven. Scott reminded the Trustees that March 1, 1993 is the anniversary of OLH opening and this coming date is also the beginning of the anniversary celebration! Scott introduced Trustee Matt Stroble who is designing the anniversary logo which will be revealed soon! There was plenty of discussion about the “old days” and a reflection of gratitude for the blessings OLH has had through the opportunity to serve these remarkable children and families.

Corporate Matters by Paul Klug

Chairman Newbold invited Paul Klug to introduce a corporate matter. Paul gave everyone a few moments to look over the minutes from the September 2016 meeting which were sent to each Trustee in advance of the meeting. The minutes were unanimously approved.

Trustee and Development Update by Scott Hummel

Scott thanked the Trustees for their continued support and consideration of the children and families served. Scott invited Chris Munoz to present the recent HavenClub updates to the Trustees. Chris introduced Gretchen Heinrichs as Haven Club Co-Presidents. Gretchen then spoke about the recent Haven Club events and the plans for the 2017 events – Trustees are certainly invited! After some discussion and questions, the Trustees thanked Gretchen and asked her to pass along their appreciation to all those involved.

Scott then updated the Trustees on the Strategic Plan process with the news that Jim Lang, who helped OLH get this plan underway, will be joining the upcoming meeting to re-evaluate and direct future plans. Scott noted that one aspect of the Plan is coming to fruition as each Director and Program Manager were to identify an “assistant” or “associate” staff member as part of the succession plan. Our Little Haven is preparing to experience three critical staffing changes through retirement and the Plan has allowed the process to make for a seamless transition. Ann Julien is retiring (23 years) at the end of February 2017; Mary Crook is retiring (25 years) in the summer of 2017; and, Susan Villasana is retiring (14 years) in May 2017 and the systems are ready for the change. There was some discussion about the Strategic Plan with several questions and answers.

Chris then reviewed the most recent events (Golf Outing, Clay Day, and Chic Boutique.) The Trustees were also provided with the 2017 Event Calendar and after some discussion, the update was accepted by the Trustees.

Bill then invited the Strobles and Faustus to talk about the 2017 Dinner Auction – as the event Chairs, they invited participation, presented the design and format and encouraged participation. Several questions were answered and the Trustees showed their gratitude.

Risk Management by Mike Bahlinger and Paul Klug

Mike noted that the Executive Board of Directors had recently completed a conversation regarding the identification and resolution of a risk management issues: safety protocol for staff and clients. There was then some discussion of the matter and the Plan will continue to facilitate changes.

Old Business by Bill Newbold

Bill reported an update on Committees' work and Strategic Plan execution and measurements. One particular note of interest is the result of the staff survey indicating that 91% of the staff are "Very Pleased" to be a part of OLH.

New Business by Bill Newbold

Nothing to report

Next Meeting

Bill reminded the Trustees that the next All Trustee Meeting is scheduled for Wednesday, September 13, 2017 and encouraged all to mark their calendars.

All were thanked again for their commitment and consideration – a prayer was shared and the meeting adjourned at 8:48 am.

Respectfully submitted,
Peter Barkofske and Paul Klug