

# BOARD OF DIRECTORS MEETING MINUTES

January 9, 2019 @ 4:00 p.m.

La Madeleine French Bakery & Café Park North – 722 Northwest Loop 410,  
Suite 201, San Antonio, TX 78216

**Brighton Mission:** Brighton Center provides family & community education and developmental services to children with disabilities or delays empowering them to achieve their individual potential making them successful in every community.

**Brighton Five Year Vision:** To set a strong foundation for children of all abilities by being the preferred developmental and educational service provider for early childhood across Bexar County by 2021.

ATTENDEES	
Board Members	Blake Stribling, Lynette Padalecki, Steve Lyons, Gerry Soto, Rebecca Hutchison, LeAnn Trejo, Ramon Hernandez
Staff	Kim Jefferies, Katrina Campbell, Michele Sierra, Irma Bustos, Larry Fischer, Ariel Valle

## I. CALL TO ORDER

- a. Lynette Padalecki called the meeting to order at 4:01 p.m.

## II. REVIEW AND APPROVAL OF BOARD MEETING MINUTES

- a. The board meeting minutes from the November Board Meeting were included in the packet.
- b. Chair asked for review of minutes and any amendments. No amendments from members.

BOARD ACTION	
Motion/Committee Recommendation	Meriel Bowman made a motion to approve the minutes as written for the November 14 <sup>th</sup> , 2018 board meeting.
	Steve Lyons seconded the motion to approve the minutes as written for the November 14 <sup>th</sup> , 2018 board meeting.
Board Vote	Unanimous Approval of the motion to approve the minutes as written for the November 14 <sup>th</sup> , 2018 board meeting.

## III. COMMITTEE REPORTS

- a. *Executive Committee – Kim Jefferies reported out*
  - i. Board Members discussed the moving Board Meetings to a different date/time. Board agreed to move to the 2<sup>nd</sup> Friday of the month at 2pm and would be held at HEB's Cypress Tower location.
  - ii. Executive Committee presented a revision to the Board Expectations. There was lively discussion about the implementation of these new expectations. The Executive Committee proposed to take the draft of the Board Expectations and the feedback from board members and revise further. The Executive Committee then asked to have the Board Development Committee and Resource Development Committee review these changes and provide additional feedback. Goal is to present revised expectations to the Board at the February 8<sup>th</sup> Board Meeting.
- b. *Ad Hoc Capital Campaign Committee – Kim Jefferies reported out*
  - i. A Revenue Summary Report was provided showing the agency at approximately 86% of its fundraising goal.
  - ii. A committee activity report was provided showing pending asks and activities.

- c. *Board Development Committee— Blake Stribling reported out*
  - a. Blake Stribling brought up the need to have a new Board Development Committee Chair as it was too much to take on given his role as Vice-Chair and a member of the Executive Committee. Ramon Hernandez volunteered to fill this role.

IV. COMMITTEE REPORTS

- a. *Resource Development— LeAnn Trejo reported out*
  - i. The FY18 Board Scorecard was included in the packet for review.
  - ii. LeAnn Trejo presented Board Champion information and requested that all Board Members select either Best Night Ever or Blessings for Brighton to Champion.
  - iii. LeAnn Trejo went over the “January Board Activity Card” and requested that all Board Members work to complete the listed activities before February’s Board Meeting.
- b. *Finance Committee— Larry Fischer reported out*
  - i. Larry Fischer discussed the progress on the Annual Audit and that it should be ready for full review in January.

V. ORGANIZATIONAL UPDATE – Kim Jefferies

- a. Kim Jefferies discussed the Unite Way Funding request that Brighton has pending and updated the board on the status. The United Way is behind on notifying agencies on their requests but that funds should be awarded by July 1<sup>st</sup>, 2019.

VI. OTHER BUSINESS – Kim Jefferies

- a. Steve Lyons mentioned the idea of each Board Member to look for opportunities to introduce the agency through industry related events.

VII. ADJOURNMENT

BOARD ACTION	
Motion/Committee Recommendation	Meriel Bowman made a Motion to adjourn the Board Meeting.
	Ramon Hernandez seconded the Motion to adjourn the Board Meeting.
Board Vote	Unanimous Approval of the Motion to adjourn the Board Meeting at 5:00 p.m.