

# BOARD OF DIRECTORS MEETING MINUTES

October 18, 2019 @ 2:00pm  
Brighton Center Campus- Auditorium

**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	Meriel Bowman, Lindsay Bolner, LeAnn Trejo, Ramon Hernandez, Steve Lyons, Lynette Padalecki (via phone)
Staff	Katrina Campbell, Katrina Campbell, Michael Guin, Holly Grogan, Larry Fischer

## I. CALL TO ORDER

- a. Lynette Padalecki called the meeting to order at 2:09pm.

## II. REVIEW AND APPROVAL OF BOARD MEETING MINUTES

- a. The board reviewed meeting minutes from the August Board Meeting that were included in the packet.

BOARD ACTION	
Motion/Committee Recommendation	Ramon Hernandez made a motion to approve the minutes with amendments for the August 9, 2019 board meeting.
	Lindsay Bolner seconded the motion to approve the minutes as written for the August 9, 2019 board meeting.
Board Vote	Unanimous Approval of the motion to approve the minutes as written for the August 9, 2019 board meeting.

## III. COMMITTEE REPORTS

- a. *Executive Committee – Lynette Padalecki reported out*
  - Board Meeting Cadence – Lynette presented to the board moving the November meeting to October 18<sup>th</sup> due to the meeting coinciding with Best Night Ever
- b. *Ad Hoc Capital Campaign Committee – Lindsay Bolner reported out*
  - Lindsay reported out that \$10,000 was received from the UPS Foundation with \$782,000 worth of asks still pending.
  - A touchpoint plan was given to the board to include the following projected dates: Fall 2019/\$100K+ donors will be invited for a personal tour/update on progress, Spring 2020/Top 50 donors in Brighton's history (Capital donors) will come sign the lobby beam, and Fall2020/Ribbon cutting after phase II completion
  - Al Vasquez, project manager from Spawglass gave a construction update. He stated that the site utilities were in place, 2 of the portables were in with 1 arriving next week, the siding and roof were to be installed next week for the pre-engineered building.
  - The board discussed adding resurfacing to the parking lot to the construction budget
- c. *Board Development – Ramon Hernandez*
  - Ramon gave an update on the status of several Board prospects: Donna Vaughn attended this meeting as a guest. Ramon is continuing to work on SSFCU, Frost and Nustar with the contacts that he has, as well as setting up a meeting with Terry Wood.
  - Kim to provide updates to the pipeline and email out to Ramon in the next coming days

- d. *Resource Committee – Katrina Campbell Reported out*
- Katrina provided an update on the upcoming Blessing for Brighton Golf Tournament. Committee members confirmed to date include: Steve Lyons, Ramon Hernandez, Justin Thompson, Mario Garcia, and Dwight Parscale (community volunteer).
  - Each committee member has been asked to see at least 1 sponsorship at \$1500 or higher, sell 5 teams and secure 2 auction items.
  - Katrina informed the board the overall projected funds are to be \$170K better than budget
  - Board has been asked to send any names they want to include on receiving a save the date/partnership information as BNE saves the date are being sent out.
- e. *Finance Committee – Larry Fischer reported out*
- Larry presented the FY20 Annual Budget for the organization to the board for their approval.

BOARD ACTION	
Motion/Committee Recommendation	Meriel Bowman made a Motion to approve Brighton's FY20 organizational budget as proposed by the Finance committee.
	Ramon Hernandez seconded the Motion to approve the FY20 organizational budget as proposed by the Finance committee.
Board Vote	Unanimous Approval of the Motion to approve the FY20 organizational budget as proposed by the Finance committee.

#### IV. OTHER BUSINESS

- a. *CEO's Report – Kim Jefferies*
- Kim provided the board with a general update on Capital fundraising, financial balances as of 6/30/2019, and program updates
  - At this time Kim informed the board that she will be working on developing a detailed plan for staff and ECE to move into the portables, new United Way reporting and requirements, as well as improving ECI more while working with the Culture Council and leadership
  - There have been many big wins as of lately at Brighton Center to include the following:
    - Receiving Superior settlement to pay reserves back for investment in FY17 and purchase items for FY19
    - Site construction is on schedule with \$0 of contingency spent to date
    - Secured \$150K annual contribution for 3 years from PM group for general operations
    - Successful volunteer day with Zachry volunteers
    - Should see some savings with new plan for courtyard/playground

#### V. ADJOURNMENT

BOARD ACTION	
Motion/Committee Recommendation	Lindsay Bolner made a Motion to adjourn the Board Meeting.
	LeAnn Trejo seconded the Motion to adjourn the Board Meeting.
Board Vote	Unanimous Approval of the Motion to adjourn the Board Meeting at 3:22 p.m.