

COMMUNITY ACTION ASSOCIATION OF PENNSYLVANIA
BOARD OF DIRECTOR'S MEETING

Holiday Inn Easy
HARRISBURG, PA

April 21, 2015

MINUTES

Board Members Present: Bob Raible, Ken Straub, Tay Waltenbaugh, Rick Beaton, Eva Gladstein Mark Esterbrook, Ron Steele, and Gale Zalar.

Members Not Present: Kathy Possinger, Sam Ceccacci, John Litz, Ken Heilman, Ron Errett, Darlene Bigler, Harry Adrian, and Tom Scott.

Advisory Board Members Present: Rep. George Dunbar (and Lisa Zaucha), Anne Gingrich, Joyce Long, Allen Warshaw and Camille Erice.

Staff in attendance: Susan Moore, Jane Knott

Tay Waltenbaugh, President, called the meeting to order at 1:10 p.m. Roll was called. A quorum was not established.

There being no changes to the Minutes, Tay requested that Susan highlight her CEO report. Susan did so, focusing on the following areas:

ROMA Training

Susan stated that CAAP will strive to coordinate affordable trainings between requesting agencies and Nationally Certified ROMA Trainers. Additionally, as well as the statewide training being offered prior to the CAAP conference, another statewide training will be offered in October 2015. The trainings will offer introduction to ROMA instruction, targeting staff from approximately 15 agencies.

Currently in Pennsylvania we have 19 NCRTs and 4 trainees (Master Trainers and trainees are NCRTs). Of this number, 6 are now out of the Community Action network due to career moves although 2 still have limited interaction. Of the 13 NCRTs within the network, 8 have been active in training. We hope to get the remaining 5 active again. We intend to grow the ranks again; with the help of RPIC funds to cover training costs (not travel) for 4 staff from CAAP member agencies at the May Region 3 ROMA Train-the-Trainer symposium to be held in Baltimore, MD.

Since discretionary money was not awarded, we do not have the resources at this time to pursue internet training videos.

CAAP Conference

Susan reported on the Conference stating that 20 workshops, 5 keynote speakers, two award ceremonies, networking breaks with exhibitors, and a hospitality suite were being offered to the 245 officially registered attendees and vendors.

PRESIDENT'S REPORT – Tay Waltenbaugh

Tay discussed the minimum wage stating that increasing the minimum wage might pass and will impact our own agencies. Each agency should be considering how this might impact it.

He went on to suggest that everyone become familiar with Senate Bill 4 which essentially allows the General Assembly to determine what a purely public charity is. Again this can impact our agencies.

Tay complimented CAAP staff on going a great job working on IM 138 and disseminating information to the member agencies.

TREASURER'S REPORT – Mark Esterbrook

Mark presented the March 31, 2015 CAAP Financials. He reviewed the Statement of Financial Position and noted that the current year excess in CAAP Operations is \$30,980. The cash picture at March 31 is \$153,883 and he noted that our investments are at 4.9% annualized return or \$18,270 year to date. Our current debt to assets ratio is 4.38 meaning we have 4.38 times enough assets to pay our current debt which is a good indicator of our financial health. Jane Knott reviewed the CAAP dues payments report which shows we have collected 97% of our annual dues to date, and our revenue and expense report shows we are in line with our annual agency budget.

REPORTS

Nominating Committee – Ken Straub

Ken reported that the Committee had met several times via telephone and email. He presented the Committee's following slate of officers for the Board's information:

President -	Rick Beaton
1 st Vice President -	Kathy Possinger

2nd Vice President - Janine Kennedy

Secretary - Darlene Bigler

Treasurer - Ken Heilman

This slate will be presented to the full membership on Thursday, April 23 at the Annual meeting during which nominations from the floor will also be accepted and placed on the ballot.

State Budget Delay Impact

Susan opened the discussion on the potential for a state budget impasse stating that in her opinion there would be no budget on July 1st. She further opined that there may be no budget for as long as September which will clearly disadvantageously affect our agencies. Discussion included how to best prepare our agencies for the impasse. Susan stated she would send out an email to all members letting them know about the probable impasse and suggesting that they request all the CSBG dollars they can prior to the end of the fiscal year, make no large expenditures that will reduce cash reserves, and try to ensure they have a line of credit they can draw from.

Keystone Hope Development

Tay discussed a new partnership his agency has created, along with Fayette County Community Action and Community Action Southwest. They want to assess various areas of the state, hopefully partnering with local CAAs, to build housing projects of forty or more units. They will have a booth at the Conference to answer questions and determine interest.

Plaques

Mark Esterbrook and Ken Straub, both of whom were retiring at the end of June, were awarded plaques to thank them for their years of service to Community Action,

There being no further business, the meeting adjourned at 2:25 p.m.

Submitted by Ken Heilman, Secretary