

**Bridge House Board of Directors**  
**Minutes of November 17, 2010 meeting**

1. Call to order at 4:10 pm
2. Attendance: Present: Charles, Jeff, Sarah, Joan, Julie, Kelly, Cathy
3. Minutes from October meeting were moved and seconded
4. Committee Reports:
  - 4.1. Strategic planning (Sarah)  
Charles, Jeff, Betty, Ann, Cathy and Sarah have worked with consultants to develop a draft.  
Sarah presented draft and invited conversation/comments.  
Board members are encouraged to review the draft and get to Sarah ASAP with any recommendations for revision  
  
Sarah will revise and get draft out to Lynn, then Sarah will get revised draft to Board prior to the retreat.
  - 4.2. Financial reports: (Jeff)  
Report was distributed in advance. Jeff reported that draft version of audit has been written.  
Finances are at expected levels
  - 4.3. Governance/Nominating (Betty Ann)

Charles reported:

Ad placed in paper for Board members: did not produce applicants  
These are recommendations for Betty Ann to vet:  
Michelle Dunn has expressed interest.  
Flora Brailey is interested  
Derry at Venture Print may be interested  
(Update- at Strategic Planning session, Julie was elected Chair of Nominating committee. Joan will serve as member)

5. Executive Director's Report: see attached  
Cathy will follow-up on potential options for insurance or healthcare savings accounts  
Question asked- how many FT employees: Currently have 4 fulltime and 2 part time faculty (5FTE)  
  
Terri Dautcher- Bridge House ladder (shop) students are working on marketing and website  
  
Common Man offered training on customer service- 8 people attended.  
  
Someone is updated the donor list. Cathy will send it to Julie who will upload to Google and resend instructions on how to access.
6. Old Business:
7. New Business:
  - 7.1. Officers slate – 2010/2011

7.2. Committee assignments

8. Next meeting: January

Board will meet December 8<sup>th</sup> at 5:00 pm- meet to sign Christmas appeals

Directors Report for October 2010

November 16, 2010

October Census: 32: 13 m (2 vets), 19 f, (4 children)

Total bed nights: 805

Phone Referrals and Offers: 23 (includes 10 children) All offered, no acceptances.

Services:

Case advocate: All meet with CA twice a week regarding GED, parenting classes, SSI, SSDI, SMH Community Care, AA, Food stamps, Medicaid, FANF, Budgeting etc

Genesis: Ongoing services - 5

Mental health: 4 seriously ill refused referrals,

AA/NA: - 6

Housing: 8 moved out to Independent housing, 3 went to Motel, 3 left abruptly, 1 AWOL.

Transportation: Laconia (dental) and Social services, Residents transported daily to and from work and medical/mental health appts.

Dental:

Parenting Program: 4 in house and 1 former, now in community

Wrap around: 1

On site BH blood pressure clinic: 3

On site counseling: One day/week, Meeting with Celia Gibbs, Thurs

ED:

Advocating for health insurance for all full time staff or, until such policy is implemented, the establishment of a med fund staff could access.

10/7 Agency meeting ...WVFRC

10/8 30 k Citizens bank submitted

10/12 Sandwich fair (Holly and Cathy) \$2,300

10/13 Annual directors meeting, Concord

10/14 Plymouth Welfare Officer started at BH

10/15 7 k MNSB submitted

10/18 10k Plymouth Non-profit submitted

10/19 Tour The Way Home, Manchester...Holly and Cathy

10/20 Cathy...Guest Speaker for Scott Myers social work class

10/26 RFP Mandatory meeting Concord

Local Fundraising:

Sandwich Fair \$2,300

Cathy sold play house \$2,000 (alex ray)

Board Announcement:

The BOD will be e-mailed a donor Google spread sheet by Wednesday or Thursday. Please read list and add addresses of friends or folks you think might donate or would just like to read the progress. At this time it appears we have about 300

names...Venture has offered to compile sort and mail but only if we have 500 names. Last year we had approx 75 rejects due to poor folding and/or incorrect addresses. Using Venture will resolve those problems and we should be getting the nonprofit stamp rate. If everyone adds 25 names we'll meet the goal.

Facility:

Doug McLane...MIA

Market Insurance recommendations will be met by 11/20

Door separating women's section from reception area. Waiting for estimate

Volunteer Opportunity: Needed: (from last month) Someone at front desk 4 to 7pm on Mon 10/24 to answer phone/maintain decorum while Welfare Officer interviews clients.

John Bentwood responded.