



**American  
Red Cross**

**Greater Hanover Chapter**

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## **Board Meeting Minutes Tuesday, November 25, 2008**

**Members Present:** Lynn Peterson, Chairman; Dan Bowman, Manson Brady, Rebecca Costello, Eric Klansek, James Miner, Douglas Seibel, Alec Sivel, Randy Test, Shanon Toal, Robert Troxel. Staff Support: Steven Kerr, Executive Director.

**Welcome:** Meeting began at 5:30 PM. Lynn Peterson welcomed and thanked everyone for attending.

**Consent Agenda Approval:** In an effort to streamline the routine and provide additional time for new topics, financials, and strategic planning, Lynn moved to a consent agenda format. The following items were reviewed, discussed, and approved as submitted: meeting minutes from September 30, 2008, department reports and updates, and volunteer activities. Motion to approve as submitted made by Jim Miner; and seconded by Doug Seibel.

**Minutes:** The minutes of the May 27<sup>th</sup> and June 20<sup>th</sup> Board Meetings were presented and reviewed. Motion to accept minutes as presented was made by Tim Moyer and seconded by Doug Seibel.

**Treasurer's Report:** Alec presented the Financial Statements for the Four Months Ending October 31, 2008. Current cash at October 31 remained very consistent with September month end, decreasing slightly through mid-November. Revenues, not including Silent Campaign pledges, are 5% under budget and 4% under prior year excluding "Invest in Life" monies. Expenses in total are under budget more than \$16,000 for the first four months of the fiscal year. Totals from the October 31 financial statements included: year to date revenue of all funds totaled \$145,514, and without booking multi-year pledges the revenue would be \$141,514; year to date expenses of all funds totaled \$201,466; with a Net Loss over Expenses before Depreciation of \$55,952, and a Net Loss after Depreciation of \$65,881 year to date; without pledges the fiscal year to date would be showing a loss of \$69,881 remaining consistent with year to date budget and prior year excluding "Invest in Life" monies. The October 31, 2008 financial statements were accepted as presented with a motion from Jim Miner and a second from Cork Troxell.

**Financial Development:** In lieu of the monthly Financial Development report, Steve verbally updated the Committee with recent happenings. The Holiday Appeal drops mid-November when United Way blackout ends. Sweet Charities donated \$2,000, designating \$1,000 for immediate food pantry needs and \$1,000 for "Hope for the Holidays" Program. We were recently informed that the Arlene Utz Hollinger annual gift would be coming soon. In discussing the DCED grant, Patti will call to request status. The "Invest in Life" pledge reminders will go out within the next week so that donors are reminded to pay by year-end for tax purposes. The Committee discussed the need to continue to focus on normal fundraising efforts even though we have the Warner bequest coming.

### **Additional Actions/Announcements**

Chairman Peterson discussed the on-going National Disaster Relief Campaign to raise \$100 million for the NDRF. To date the campaign has raised nearly \$60 million or 60% of goal. Toward that end, envelopes were distributed to each Board member. A short presentation was given into the details of the NDRF. Lynn is asking for participation from the Board. Discussion and concern was presented by members of the Board about the campaign, especially after receiving duplicate mailings (as many as five) from National.

### **Moment for Mission:**

Steve presented an detailed update regarding the "Hope for the Holidays" program. In particular the Thanksgiving Basket deliveries and distribution was very successful with 724 families provided a Thanksgiving Feast, including recent military families who's loved ones were called up from the National Guard to the Middle East. As in previous years volunteer involvement included many schools, local companies, board members, and politicians. It's a wonderful program and a great service to the community that truly highlights the season and our Chapter.

### **"Invest in Life" Campaign and Other Announcements:**

- Cork Troxell provided a brief update regarding the "Invest in Life" campaign. It was noted that pledge payment reminders will be sent this week; however most payments are on schedule as indicated. Some improvements including sealing the basement walls and installing the electronic key system in the building.
- Lynn Peterson reported on an Estate/Bequest that the Chapter was recently notified of in September. The estate will be beneficial to the Chapter and will allow us to build and establish a stronger endowment fund. The estate will in no way replace the need for us to continue to maintain a strong need for fund raising but it will allow us to pay off the mortgage on the new building and invest much needed interest income in the operating budget. The first payment should be received sometime in January or February.
- Lynn reminded everyone of the following events: Feed A Friend Marathon and Hope for the Holidays distribution dates at Utz Quality Foods, Kindig Lane Facility.
- Next meeting is Tuesday, January 27, 2009 at 5:30 PM in the Board room.

Meeting adjourned at 7:07 PM. Motion made by Randy Test and seconded by Eric Klansek.

*Minutes respectively submitted by:  
Steven Kerr, Executive Director for Rebecca Costello, Board Secretary.*