

The Children's Bereavement Center of South Texas  
Board of Directors' Meeting Minutes  
Tuesday, January 27, 2015  
Frost Bank Tower  
100 W. Houston  
San Antonio, Texas

Board Members Present: Lorriane Barnes, Bill Day, Rose Mary Fry, Connie Gilbert, Scott Gruendler, Catherine Haffner, Andrew Himoff, Jennifer Kelley, Nancy Martin, Curtis Ruder, Chris Rulon, Sally Sohn, Ty West, Cliff Whittingstall, Frank Zoch

Board Members Present by Proxy Brian Arriaga, Vanessa Casey, Linda Fugit, Jacqui Peace, Pam Thomas, Ron Weiss

Board Members Present Via Tele-Conference: Mike Smith

Board Members Absent: None

Staff Members Present Marian Sokol, Denise Rizzo

Guests: None

**Proceedings:**

**I. Call to Order – Chris Rulon**

The meeting was called to order by Chris Rulon at 6:07 p.m. A quorum of the Board members was present.

In announcements, Chris informed the board of the January 22 birth of baby Julian Harper Weiss to Board member Ron Weiss and wife Brooke and circulated a photo. Chris also congratulated Sally Sohn on an excellent article in the SA Women's Magazine lauding her leadership in the banking industry.

**II. Introduction of New Board Members**

Chris thanked the Board Development Committee for excellent outcomes in the nominations of three new Board members, all of whom were in attendance. New members Connie Gilbert, VP from Plains Capital Bank, Dr. Lorraine Barnes from Christus Santa Rosa/Baylor University joint partnership Children's Hospital of San Antonio; and Cliff Whittingstall, Managing Partner of PBK Architects briefly introduced themselves.

**III. Mission Moment – Marian Sokol**

Marian shared information about the *Roundtable on Suicide: Putting Together the Pieces*, planned and implemented by our Center, Clarity Child Guidance, and Voices for Children San Antonio. The invitational event, held at Valero on January 23<sup>rd</sup>, attracted much interest and is the precursor to launch of a teen suicide prevention campaign. Of particular interest to Center staff is an apparent correlation between

youth who experience death of a loved one and subsequent suicide. Marian distributed an Express News article related to the Roundtable.

#### **IV. Consent Agenda**

Chris announced that the only two items on the Consent Agenda for this meeting are pending approval of minutes from both the October 28, 2014 meeting of the Board, and the November 25, 2014 meeting. Members were asked if there were any requests to remove or change these items. There being none, a motion was made by Curtis Ruder, and second offered by Sallie Sohn, to approve both sets of minutes as written. Motion Approved.

#### **V. Management Staff Report - Marian Sokol**

Marian provided an overview of the monthly Management Report, focusing on the dramatic increase in overall counseling and peer support visits, as well as documented education and outreach. Compared to 2013 data, the outreach has geometrically expanded and is the reason that the position of Outreach Coordinator will increase to full time. In addition, four of the nine peer support groups are at maximum capacity, planning is in progress for three “Camps” in 2015, and a new external/teen support group is opening at KIPP Academy this month. The influx of families and individual counseling is prompting the need to relocate admin offices from 205 W Olmos to the building next door (215 W. Olmos) in the near future.

Beyond direct services, the Center has been busy hosting a number of community groups which are working on issues related to saving lives, such as the Infant Safe Sleep Coalition and the Suicide Prevention Coalition. With regard to other activities, Marian referenced summary notes in the Board packets outlining the December 17th trip to Rio Grande Valley to assess bereavement needs and resources in Harlingen and surrounding South Texas communities.

#### **VI. Committee Reports**

**A. The following Committees had no reports for this meeting:** Executive Committee, Marketing Committee, Strategic Planning Committee, HR Committee, and the Legal Committee.

#### **B. Resource Development Committee/Annual Campaign- Frank Zoch**

Denise Rizzo and Frank Zoch provided a very optimistic report related to the Annual Campaign which exceeded goal. The final total of \$465,582 culminated a strong push that included more than 3000 appeal letters and an email series to encourage online giving. The committee also gratefully acknowledged the generous donations that were made in memory of Ed Badouh, Jr., stepfather of Ty West. Frank has agreed to again chair the Annual Campaign in 2015; and was thanked by all for his extraordinary efforts.

Denise also referenced the Development Plan included in the Board packet, and noted that she and Catherine Haffner, Chair of the Committee would be working to enhance

revenue in each category during the year ahead. Denise conveyed a very positive report on the Hearts in Harmony Gala, chaired by Mallory Ahl. Tables are essentially “sold out”; and invitations are just arriving in homes and businesses. The February 26<sup>th</sup> event will honor the Michael Wood family; and Deb Rich will be keynote speaker. Valero is title sponsor of the Gala. Rose Mary raised a question regarding availability of individual Gala Tickets; and was informed that Julia Anderson would try to assure that every board member has access to the event.

Denise noted that they continue to search for a signature donor for Camp Kangaroo and requested possible prospects for title sponsorship at the \$20,000 level. Also needed is a \$2,500 sponsor for the Center’s 2015 Fiesta Medal. Ty West noted that ability to have the company’s name on the back of the medal might enhance interest.

### **C. Facilities Committee –Ty West**

1. The facilities committee reviewed the status of negotiating the lease for CBCST expansion of office space for staff. There seems to be a minor issue with the property records not aligning with the information provided by the current owner. While the issue is apparently just lack of updating the deed when names were changed due to marriage, transfer of share by one owner, etc; it is important that we have clarity of ownership before a contract is signed. Ty and Blair are working to resolve this, and assistance from an attorney specializing in real estate matters has been obtained.
2. In addition, the facilities committee is examining possibility of including a “purchase option” in the lease contract; vs. a “right of first refusal”. It was noted that we want to be respectful of the pace at which the current owner wants to commit for our potential future ownership of the property.

### **D. Finance Committee – Curtis Ruder, reporting for Committee Chair Ronald Weiss**

1. Curtis noted that he would reference both November and December written financial statements, but focus primarily on December and end of year figures. For 2014, overall financial performance has been very strong. It is estimated that the center will have a small net loss versus the original budget projection of a \$300,000 loss. It should be noted, however, that more than \$200,000 of 2014 grant revenue is restricted to the 2015 year.
2. Staffing levels are currently good and sufficient to cover Program needs. This year program related expenses of facilitators are shown in the financial statements at an approximate \$90,000 in-kind/non-cash level. This should help with the percentage ratio of program to administrative costs.
3. In the approximate half year since \$750,000 in investment funds were placed under the management of Luther King Capital Management, the center has realized net gains of \$20,000.
4. A motion was made by Catherine Haffner and seconded by Nancy Martin to accept the Financial Report. Motion Approved.

**VII. Old and New Business**

1. A Resolution to Approve Submission of Grant to Criminal Justice Division of State of Texas, through the AACOG application process in support of the CBCST's Beyond Violence Program was presented to the Board. Marian Sokol explained the grant process and intent of the grant. A motion to approve the Resolution and authorize submission was made by Ty West and seconded by Jennifer Kelley. Motion Approved.
2. There will be no meeting of the Board in February, due to Gala. The next scheduled meeting will be held on March 24, 2015.

**VIII. Adjourn**

There being no other business brought before the Board, Chris Rulon adjourned the meeting at 7:01pm.

Board Minutes Approved on: \_\_\_\_\_