

MINUTES
Meeting of the Board of Directors
CHILDREN'S BEREAVEMENT CENTER OF SOUTH TEXAS
September 25, 2018

The September meeting of the Board was convened at 12:09 PM at Texas Capital Bank by Board Chair Jacqui Peace, who announced that a quorum for the meeting was established.

Members Present: Jacqui Peace, Mallory Ahl, Barbara Cantrell, Katy Corrigan, Tom Coyle, Lauren Ferrero, Rose Mary Fry, Connie Gilbert, Andrew Himoff, Bobby Rios, Curtis Ruder, Ryan Sullivan, Candace Tottenham, Debra Weems, Ty West, Jenifer Yi. Present by registered proxy were Scott Gruendler (Curtis Ruder), Jeff Hetrick (Ty West), Jimmie Keenan (Jacqui Peace). Informed excused absence due to travel and work were Jessica Berg, Bill Day, and Dr. Raj Rajani.

Staff: Bert Pfiester, Marian Sokol and Blair Thompson

Mission Moment: Tami Logsdon, Program Director, provided information on the Grief Informed Foundations of Treatment (GIFT) assessment instrument which Children's Bereavement Center counselors are administering on I Pads to children between ages 8 and 17. This tool is part of a 10 site national study that seeks to identify specific ways in which children are reacting and sometimes "stuck" in grieving; reflecting those with patterns such as anxiety and depression. From this information there are unique techniques to intervene and make a difference in areas such as those who exhibit PTSD-like symptoms and were perhaps present at the scene of traumatic loss; versus those who have deep separation anxiety because they were so close to the deceased parent. Tami brought the art work of one child who is working through the healing process.

Board Business

- I. Consent Agenda
 - a. Consent Agenda included Minutes from the August 28, 2018 Board Meeting and Financial Statements for periods ending August 31, 2018. A motion to approve was made by Bobby Rios. Motion was accepted by consensus.
- II. No Reports
 - Board Development Committee
 - Finance Committee
 - Legal Committee
 - Marketing Committee
- III. Committee Reports

Executive Committee: Board Chair Jacqui Peace prefaced this portion of the meeting with remarks of how proud she was upon opening of the New Center at Paloma Place, and spoke of reflections of appreciation and embrace by the Wilson County community. She noted that Paloma Place...as well as the Rio Grande Center... reflects a conscience decision made several years ago by Board and staff to bring healing opportunities to more children in communities of South Texas. Jacqui noted that the organization is again at a juncture of important choices, noting that there is still much more to do in our home community of San Antonio...where intakes and indicators continue to rise. The potential acquisition of the adjacent property at 215 W. Olmos is a major determinant of how we move forward. Jacqui noted that weighing risks and benefits is more important now than ever. In ensuing

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discussion, Marian and Blair also spoke to the due diligence process thus far during the 90-day feasibility period, in which the board is assessing pros and cons of purchase of the 215 W. Olmos site. If a decision is made to acquire, there are multiple alternatives on how best that can be accomplished. Jacqui conveyed concerns that strengthening infrastructure is imperative; and must be weighed as part of this decision. We must add both financial and development staff to keep pace with the required accounting, reporting and fundraising tasks associated with growth. This is especially important as we diversify income streams. Blair noted that the decision to acquire more space also should be weighed in conjunction with a thoughtful analysis of future program expansion and associated costs which include more personnel. Ty West noted that in making the final decision to purchase or not, that the Board committees must look at the many costs associated with relocation of Annex staff. Not only is it expected that lease rates will increase significantly in another commercial property location, but there is a real cost associated with travel and further separation of staff; and management team is already stretched. Ty urged Board members to not try to answer all of the many questions involved in predicting what the environment will be like "5 years out"; but to focus on the year ahead and understand that if we do not decide to purchase that we soon need to relocate staff and that in itself is disruptive and expensive.

Facilities Committee: Chair Connie Gilbert conveyed information regarding the various structural, electrical and other inspections on the proposed property. At this point there are no major new findings; aside from anticipated building deficits related to aging. The structure is more than forty years old and has had little updating through the years. There are two basic options in terms of remodel if CBC Board does decide to purchase. One would be to do minimal renovations that would allow housing several additional staff in the 215 Olmos "Annex", thus freeing up space for program related activities at the main Center. This scenario would not include use of the new building by clients/families. The more extensive and costly remodel option would most likely focus on use of this Center as a new option for expansion of counseling. Currently the Center is near capacity for seeing counseling clients in late afternoons. Connie stated that one of the next priorities is to arrange for "as built" plans to be drawn by a CAD design team, which will serve as a starting point for developing design options for building renovation.

Parallel to the inspection and utilization studies, a team of attorneys that includes Ryan Sullivan and Andrew Sherwood from Dykema Cox, and Lauren Ferrero from Norton Rose Fulbright continue to monitor progress on title and timeline for required compliance related to legal paperwork and deadlines. In addition, the Finance Committee has approved a Request for Proposals on loan costs that has been distributed among numerous financial institutions in San Antonio.

Strategic Planning Committee:

- 1) Rose Mary Fry, Committee Chair, informed the Board of Directors that Randy Baker is capably serving as Interim Director of the Rio Grande Valley Center and has recruited several new advisory board members with experience in fund raising. Rose Mary also informed the board that \$50,000 from the Meadows Foundation of Dallas has been granted to strengthen infrastructure for the RGV team. This 2018 award is both needed and greatly appreciated.

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- 2) Bert Pfister then provided an update of Paloma Place in Floresville, highlighting the great community support and success of the Dedication event in coalescing the community around the new Center. Bert also noted that the partnership with UTSA has been a positive highlight of the new venture. There are several projects that will need to be accomplished before year end, including the fence for yard, but Paloma Place is open for clients and appears to be appreciated and needed.

Resource Development Committee

Debra Weems explained that the center's participation in the Valero Birdies for Charity event offers an opportunity for donors to channel their CBC donations through the Birdies Foundation which provides a wide array of incentives and increased return. Staff will attend a series of informative meetings related to the initiative. It is proposed that Board members use this opportunity to expand the impact of their giving. Also suggested was the strategy of forwarding Gala related donations through Birdies for Charity, assuming donor consent.

IV. Management Report

Board members were directed to the several- page written update on Board portal and in packets. Marian spoke briefly about the completion of the 2017 Annual Report, which was at each seat, as information on the upcoming Brew Ha Race. In addition, Marian mentioned her appreciation for the outpouring of support by the board, including those attending the opening of Paloma Place and recognized the dedication of Advisory Board member Linda Fugit, who did the interior design and purchasing for the new center. The CBC annual Holiday Luncheon will be dedicated to Linda.

Marian also noted that the Friends Board is hard at work planning the 2019 Gala, to be held on February 28 with Mayor Ron Nirenberg and wife Erika Prosper as honorees. The Friends Board is pleased to announce that this year's site is the Mays Center at the Witte Museum. Cappy and Suzy Lawton will serve as honorary chairs. It is hoped that we can accomplish sponsorship of a dozen or more new tables to this exciting event, and fill the room with 500 guests.

V. Old and New Business

Marian noted the City grant of \$50,000 recently awarded to prevent high school "leavers" prior to graduation, and thanked Bert for his educational and advocacy on behalf of this effort. Jacqui reminded the Board that building related committees should summarize their building related findings and submit in time for the Executive Committee to review at their scheduled October 17, 2018 meeting.

- VI. Adjournment- the meeting was adjourned at 1:20 pm. Next regular meeting of the Board will be held at 6:00 PM on Tuesday October 23, 2018 at Texas Capital Bank Building, 4th floor Conference Room.

Respectfully Submitted:

Connie Gilbert, Secretary