

ELP BOARD MEETING NOTES

April 19, 2023

Call to Order: 8:32 am

Adjourned: 9:30 am

Attendance

x Ackerman, Adam	Edwards, Martha	Lisk, David	Serna, Lauren
Bentley, Daniel	x Elliott, Jessica	McCallum, Sedrick	x Surratt, Kristen
x Brown, Lisa	x Faulkenberry, Tom	x Mendoza, Dawn	x Taubenkimel, Cindy
Buckley, Laney	Frothingham, Judy	x Moore, Laura	x Watson, Mary
x Bush, Niki	x Green, Carolyn	Neelands, Angel	x Williams, Lisa-Anne
Close, Will	x Guenther, Courtney	Powell, Erin	
x Creech, Teresa	x Hefney, Janet	x Reno, Jim	
x Culp, Jane	x Hubbard, Rachel	Rogers, Kareem	
x Echols, Sylvia	Kelly, Brittany	Schmolze, Tommy	

Minutes

Welcome

Presenter: Lisa-Anne Williams

- Welcome
- Percentage of board members who've contributed some or all of their pledge: 100%
- Approval of March 2023 meeting minutes
 - Motion to approve – Lisa Brown
 - Second – Niki Bush
 - March 2023 minutes approved
- Keurig Coffee Maker for ELP office – if no one, LAW will donate

Financial Report

Presenter: Adam Ackerman

- Bank balance as of 03/31/2023: \$81,903.95
- Schwab Balance as of 03/31/2023: \$100,709.38
- Total Cash: \$182,613.33
- Total Donations in March: \$6256.25
 - EW Process: \$1000
- Endowment balance 02/28/2023: \$54,203
- ROR credits spent: \$0
- ROR credits remaining: \$17,365.37
- Net Income as of 03/31/2023: (\$7,794.53)
- We are in a good place because we have money in the Schwab account if we need it
- LM: Do you think we'll end the year in the black?
- AA: I think we'll end the year a little bit in the red. This trend is widespread across other nonprofits because the focus is on hunger and homelessness
- TC: Talking with other nonprofits, everyone is experiencing a reduction in donations. We're waiting for a check from a grant and I'm writing another today. We used to get larger donations, \$10k, \$15k, \$20k, but that's not happening anymore. Lately, it's been mostly \$1k or \$2k; \$5k is big. Hunger and homeless is a high dollar need. We've been through this before; it's just a cycle. We've been packing money away and we're in good space because we have the Schwab account. But that's a Catch-22 because funders see the cushion and see that we're not in imminent collapse. The economy is very strange and unpredictable right now. We'll talk about that in the budget review

Programs Report

Presenter: Rachel Hui-Hubbard

- ROR annual site visits were conducted 3/21-23. Andre, our regional ROR coordinator and I went to each of the clinics to vet their book distribution and tracking process to ensure fidelity of the program.
 - We received excellent feedback from all of the clinics saying that the parents and the children love receiving their books.
 - One pediatrician has even incorporated the importance of reading as a question in his EMR.
 - A few clinics have had significant staff turnover and have requested a re-orientation. They will be scheduled in the next few months according to the clinics' schedules
 - One clinic is having a difficult time due to staffing issues and is going to require additional attention in the immediate future.
 - Overall, the medical providers and the clinical very much support the ROR program.
- The semi-annual ROR progress reports were due March 1.
 - As usual, there was quite a flurry of last minute emailing even though I give them 1 month, 2 week, and 1 week reminders.
 - All but one clinic completed their reports before the deadline. This clinic has a new on-site coordinator so I was approved to complete the reports for them .
 - ROR summary report: This is important data that helps us and funders see that we're maintaining the fidelity of the program. We're always 6 months behind on the reporting. The bottom of the report gives us the totals. In SC, we're ahead of the game with ROR. The tells us that we have more coverage. ELP is paying for and distributing over 21k books. There's a small gap between the number of books and the number of well visits, showing that 94% of the 0-5yo well-child visits are getting books. Based on our formula, almost 12k children are being served. The population of birth to age 5 children is 16k, so we're serving almost all of the children in the county. The semi-annual progress reports along with the parent surveys are how we get our data, which is necessary to present to funders. Note that we lost a practice as we've previously discussed, and that's reflected in our budget. Another factor affecting the data is the lack of clinical staff. The practices are maxed out right now due to a shortage in the employment pool
 - LAW: I get excited when I see these numbers. I'm a data person and it's a wow moment. Thank you for the work that you do.
 - TF: Do you know why we lost the practice in Fort Mill
 - TC: It was one of 12 practices headquartered outside of Columbia. Corporate did not like one of the titles that one of the clinics received – not ours – so they banned the program across all of their clinics. The book was about families. The complaint had a political overtone. The practice in Fort Mill really went to bat for us, but corporate would not allow it.
 - LAW: It's such a loss for the community.
 - TC: We were disappointed because the pediatrician is Nigerian so she appreciates the diversity of the books, They also saw the most number of foster children because they accepted their Medicaid. We will try to maintain the relationship with them in the future

Executive Director Report

Presenter: Teresa Creech

- Board Member recommendations with Laura Moore, Vice President Confirmed: - Hilary Harris with Catawba Nation - Crystal Thompson at EW Process - James Thompson - Shardai Brown waiting to hear from her. This is the first time that the board has been so pro-active in recruitment. This is great!
- Go Imagine: Board members please go online and recommend ELP to be a recipient charity <https://goimagine.com/charity-suggestion-form/> At EW Process, one of the younger employees told TC about this site that's similar to Etsy. Golmagine automatically gives to a nonprofit that supports children. Thank you to everyone if you did it. If you haven't please do so
 - LAW: Would it be helpful to share it on Facebook and our social media?
 - TC will make a note
- Proposed Budget for 2023-24 See attached
 - Frame of reference: budget will be going down a bit because
 - We've lost one of practices so that reduces our costs
 - We're not looking for expansion this year. If there's another practice that opens, we can revisit

- No change with salary
 - Hospitality – coffee with donors ,potential board members, supplies for retreat
 - Technology is pretty fluid – we don’t anticipate any large expenses
 - ROR – this is where we decreased due to departure of Fort Mill Clinic. The ROR Carolinas money is an MOU that is automatically deposited with the vendor as book credits
 - WeeRead – we have plenty of supplies packaged and ready thanks to the Domtar volunteer effort. Little cushion in case we have a need
 - Four school district support
 - Large amount of donated books that we’re glad to distribute across the community or give to the clinics as sibling or sick visit
 - Contractual item costs staying pretty much the same.
 - Endowment – 5th installment of 5-year disbursement, so we’re planning for that.
 - Fundraisers – none planned. Unless you’re a large org that can afford to pay out money to bring in money, not a good use of our resources. Coins for kids is coming back.
 - H&W – supplement for staff
 - Overall number 215k is down a little from previous year
 - LB: Any need for a subcommittee that could help with grant-writing.
 - TC: Sometimes we’re not large enough to qualify, but we could do collaborations. Great question! I’ll make a note. We’ll formally vote on this in the May meeting. any suggestions are welcome.
- Succession Planning/Shared Leadership Model: <https://medium.com/swlh/5-reasons-why-your-organization-should-be-thinking-about-co-leadership-7eb2e26883e2>. There are a lot of small nonprofits that are looking at shared leadership models. About 5 years ago, succession was part of RH’s plan. We’ve been working it this way. We’re going to take this year to try to start a transition study. We do have job descriptions. All the institutional knowledge is on my computer or in my head. It’s something you plan for change. You might see some title changes. I’m not going anywhere but we’re looking down the road. If you have any problems or questions, please contact me.

“In the Know” – Education Workgroup

Presenter: Courtney & Janet

- <https://www.brainfacts.org/neuroscience-in-society/law-economics-and-ethics/2019/how-poverty-shapes-a-childs-mind-and-brain-101419>
- LAW:

Workgroup Reports

- Read to Me campaign (Erin Powell, Judy Frothingham, Sylvia Echols): RTM kits now available at Corks, Cooks & Books
- Sponsors Gifts (Angel Neelands): Staff will work with Angel on this project
- Thank You Notes (Dawn Mendoza, Jim Reno)
- Book Gift Sets (Niki Bush, Mary Watson)
- Nominations (Laura Moore)
- Strategic Planning/DEI (Lisa Brown, Kareem Rogers, Tom Faulkenberry): Update to follow in the next fiscal year
- Board Connection (Daniel Bentley, Kristen Surratt)
 - April Birthdays – **See** attached
 - Breakout Group Discussions: Q. What was the best book you read in the last 12 months, and why?

Other information

For Your Calendars – “*We look forward to your participation!*”

- **Final Meeting of the Year:** Wednesday, May 17th, 4:00pm-6:00pm, **In-Person**, Lake Wylie Brewing, 369 Hands Mill Hwy, Rock Hill, SC 29732
- **Invitation to the ELP Board:** Museum of York County to preview their summer exhibit, *Storyland: A Trip Through Childhood Favorites* (<https://www.youtube.com/watch?v=yhIYfMhR1Bc>) , on Friday, May 26, 10:00am