

**CACHE BOARD OF DIRECTORS  
BOARD MEETING MINUTES**

*Minutes November 15<sup>th</sup>, 2011*

*63 South Main St.*

*Board Room, 2<sup>nd</sup> Floor*

*Liberty, NY 12754*

Board of Director Meeting called to order at 8:19am by **Rosa Mason, Chairperson.**

The meeting was held at the following location; 63 South Main Street, 2<sup>ND</sup> Floor,  
Liberty NY 12754.

**Board Members Present:**

Rosa Mason

Robyn Gerry

Charles Olsen

Jesse Hinton

Anita Parkhurst

Josephine Finn, Attorney

Sister Kevin John Shields, OP

Esther Harris

**Others Present:**

Gladys Walker, Executive Director of CACHE

Kimberly Ramos, Fiscal Officer Trainee

Kathy Wright-Austin

**Community Concerns:**

There were no community concerns.

**Communications Received:**

Resignation e-mail received from Arleen Glass, Board Member. Resignation forwarded read by Secretary Jesse Hinton amongst the board members and others present.

**Approval of Minutes:**

September 20, 2011. Typing error discovered with the word “forwarded”. Correction made within the minutes. Moved by Sister Kevin John Shields, OP and 2<sup>nd</sup> by Anita Parkhurst. Motion carried.

**Presentation of Financial Report:**

Meeting called out of order to review financial report at 8:20am. Motion by Robyn Gerry, 2<sup>nd</sup> by Anita Parkhurst. Motion carried. Fiscal Officer, Kimberly Ramos informed Board of Corrections made to Fiscal Report.

**Committee Reports:**

By-Laws Committee-meeting will take place on November 22<sup>nd</sup>@ 10am here at the CACHE. By-Laws in need of update.

Executive/Finance Committee: n/a

Personnel Committee: n/a

Board Development/Planning Committee: n/a

**Executive Director's Report**

Response for the \$65,000.00 proposal (part D of Executive Director's Report) not received as of yet.

**Old Business:**

CACHE, Inc. Strategic Plan 2010-2013.

**New Business:**

Meeting called out of order at 8:40am; Motion by Anita Parkhurst, 2<sup>nd</sup> by Charles Olsen. Motion carried.

Board Trainings discussed and probable dates.

Kathy Wright-Austin, representative from the New York State Department of State Division of Community Services (Community Services Block Grant), here to discuss the current status of the Block grant. Grant approved for 6 weeks. Congress expected to return and approve grant 6 weeks at a time (possibility of receiving 50%-80% of grant proposal of the CSBG). Agency wide assessment on August 15<sup>th</sup>, 2012 will be conducted (noting strengths and needs). Survey will be issued to Board Member/partners of CACHE. Mrs. Wright-Austin will also be viewing board files.

**Other:**

Cynthia Hernandez, Director of Domestic Violence has requested permission to attend college 4 hours per week as per CACHE Personnel Policies. Moved by Robyn Gerry, 2<sup>nd</sup> by Sister Kevin John Shields, OP. Motion carried. Request approved.

**Executive Session:**

There was no Executive Session held.

Motion to adjourn at 9:10am Moved by Anita Parkhurst, 2<sup>nd</sup> by Esther Harris. Motion Carried.