

# Board Minutes – June 28<sup>th</sup>, 2012

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The board meeting scheduled for June 28<sup>th</sup>, 2012 was postponed due to Tropical Storm Debby.

However, business was conducted via email to create a paper trail and for transparency purposes.

Participation was required of all board members and all board members replied to some or all questions.

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## Transfer of \$58,300

To make up a projected shortfall, it was proposed to transfer \$58,300 from the money market account to unrestricted.

Jason Clinger inquired if a shortfall was going to be a reoccurring issue. Chris Akins replied that we faced challenges and that we were looking at structural changes that were to be voted upon as well to help deal with the reduction in employees, members, and income.

## Related E-Mails from Board Members



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REQUIRED Shifting \$

## PASSED – a blank field indicates no response received.

Name	Yay	Nay
Louie Wainwright	X	
Tom Rush	X	
Dave Mecusker		
Jim Williams	X	
Rosa McNaughton		
Jason Clinger	X	
Richard Pearce	X	
Gail Reddick		
Betty Bennet	X	

## Revised Staff Agreements














New staff agreements were introduced that have two substantive changes:

1. One week of extra vacation for ever five years of service, and
2. 3% contribution toward employees' retirements

Jim Williams said he would support if we eliminated all unnecessary travel. A staff review of past travel revealed no unnecessary travel has occurred.

Dave Mecusker indicated he would be open to 3% contribution but wanted to discuss one week vacation for every five years of service.

## Related E-Mails from Board Members

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## PASSED – a blank field indicates no response received.





Name	Yay	Nay
Louie Wainwright	X	
Tom Rush	X	
Dave Mecusker		
Jim Williams	X	
Rosa McNaughton	X	
Jason Clinger	X	
Richard Pearce	X	
Gail Reddick	X	
Betty Bennet		

## Change in EAP Criteria

To ensure funds are available to help those who truly need it a minor revision to the Employee Assistance Criteria was introduced with the substantive change of requiring a minimum \$1,000 in actual out-of-pocket expenses for there to be an assumption of need.

Richard Pearce indicated reluctance that \$1,000 may be too high a level for lower-income employees. Chris Akins responded that it can all be judged on a case-by-case basis.

## Related E-Mails from Board Members

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## PASSED – a blank field indicates no response received.

Name	Yay	Nay
Louie Wainwright	X	
Tom Rush	X	
Dave Mecusker		
Jim Williams	X	

<b>Rosa McNaughton</b>	
Jason Clinger	X
<b>Richard Pearce</b>	X
Gail Reddick	X
<b>Betty Bennet</b>	

## Revised EAP Request Form

A revised EAP form was introduced that streamlined the questions to make them easier to understand and that asks for specific out-of-pocket expenses so a better determination of need and the level of assistance can be made.

### Revised Form -

[\\cos201\plan\\_groups\Foundation\Employee Assistance Program\Current forms, criteria, etc\Employee Assistance Request Form2012.doc](\\cos201\plan_groups\Foundation\Employee Assistance Program\Current forms, criteria, etc\Employee Assistance Request Form2012.doc)

### Related E-Mails from Board Members



RE RESPONSE  
REQUIRED Proposed



RE RESPONSE  
REQUIRED Proposed



RE RESPONSE  
REQUIRED Proposed



Re RESPONSE  
REQUIRED Proposed



Re RESPONSE  
REQUIRED Proposed

### PASSED – a blank field indicates no response received.

Name	Yay	Nay
<b>Louie Wainwright</b>	X	
<b>Tom Rush</b>	X	
<b>Dave Mecusker</b>		
<b>Jim Williams</b>	X	
<b>Rosa McNaughton</b>		
Jason Clinger	X	
Richard Pearce	X	
Gail Reddick	X	
<b>Betty Bennet</b>		

## Revised Membership Form

With the goal in mind of increasing membership dues revenue by offering premiums for different levels, a new payroll deduction membership was introduced with two additional levels:

1. **LEADERSHIP**—\$25.00 per pay period — receive a DC jacket, personalized DC polo shirt, DC padfolio, invitation to private events, and membership pin.
2. **PROTECTOR**—\$15.00 per pay period — receive a personalized DC polo shirt, DC padfolio, invitation to private events, and membership pin.

Dick Pearce was concerned officers and/or staff would be forced to participate at the higher level.







Jim Williams was concerned that staffs are constantly asked for donations.

Chris Akins acknowledged and pointed out that the \$1 per pay period remains, but we were essentially trying to increase income by offering different premiums for different levels of voluntary membership.

**Revised Membership Form –**

[\\cos201\plan\\_groups\Foundation\Forms and Publications\Current Membership Forms\payroll\\_deduction.pdf](\\cos201\plan_groups\Foundation\Forms and Publications\Current Membership Forms\payroll_deduction.pdf)

**Related E-Mails from Board Members**

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**PASSED – a blank field indicates no response received.**

Name	Yay	Nay
Louie Wainwright	X	
Tom Rush	X	
Dave Mecusker		
Jim Williams	X	
Rosa McNaughton		
Jason Clinger	X	
Richard Pearce	X	
Gail Reddick	X	
Betty Bennet		










**Insurance Affinity Agreement**

To diversify income and minimize losses from fluctuations in the number of DC employees and resulting membership, an affinity agreement was introduced that would provide the Corrections Foundation with 50 cents per members per month for those that sign-up for US Legal Services, a legal insurance company that has provided DC employees with a discounted rate for legal insurance.

Chris Akins pointed out that he uses it and would not recommend anything he wouldn't use himself.

Rosa McNaughton inquired how this would impact our 501(c)3 status and had we had vetted this through legal. Staff will vet through accountants and then through legal to ensure compliance.

**Related E-Mails from Board Members**

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<b>Name</b>	<b>Yay</b>	<b>Nay</b>	<b>Comments</b>
<b>Louie Wainwright</b>	X		
<b>Tom Rush</b>	X		
<b>Dave Mecusker</b>			
<b>Jim Williams</b>			
<b>Rosa McNaughton</b>	X		
<b>Jason Clinger</b>	X		
<b>Richard Pearce</b>	X		
<b>Gail Reddick</b>	X		
<b>Betty Bennet</b>			