



**Board of Directors – Regular Meeting Minutes  
December 7, 2017**

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President Bob Lucas brought the Board meeting to order at 7:15 PM.

**Board members present:**

**Voting:** Sara DiLeonardo, Myles Lilley, Bob Lucas, Mark Mazzei, Rekha Shukla

*A quorum was **not** present.*

**Non-voting:** Mary Birks- Executive Director (Ex Officio), Steve McLean - Mt. Lebanon Commissioner (Ex Officio)

**Board members absent:**

**Voting:** Nancy Dapper, Michael Higgonbothan, Durwood Hill, Ed Kubit, David Paolicelli, Jean Silvernail, Wilma McNeese

**Non-voting:** Aaron Lauth - MLPD Chief (Ex Officio), Stephanie Ross, MLSD Liaison (Honorary), Abigail Duclos (Junior Director)

**Staff and Counselors present by invitation:** None

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**Office Developments:**

Mary Birks reported the following:

Draft of the audit will be presented to Schneider Downs and to the Board in January (separate presentations). Improvement over 2016 results and there were no findings. Outreach expansion ideas are being discussed and presentations to schools are being made. Major initiatives being considered for 2018 are conducting a continuing education seminar and a parent presentation on technology. Judy McMullen received her license, and she and three other counselors are in process of obtaining their credentials. *Choices* enrollment has increased in November and December. Newsletter and appeal brochure is being finalized and will go out shortly. Donation responses to Mt Lebanon magazine appeal has been better than expected. Thank You Thon is something that the Board wants to continue. Rocky Bleier is being considered as Speakeasy talent. For the big ticket items, a discussion was held regarding selling

raffle tickets rather than conducting a live auction, but no decision was made in this regard. This will be revisited. Teen Screen presentations are being made, additional counselors have been trained and the hope is to offer sessions during the day in addition to the weekend sessions that have been conducted in the past.

### **COMMITTEE REPORTS**

#### **Development & Marketing:**

**Governance:** Bob reported that we have interviews with two potential candidates scheduled, one in December and one in January.

**Strategic Initiatives:** Rekha reported that she, Jean, Mary and Tracy met in November to plan 2018 strategy. Ohio Scales metric is being used now, but no real end point data is being captured -- difficult to measure progress from initial to final session because Outreach is not being real successful obtaining information from parent assessment and client self-assessments post final sessions. Trying to determine how to increase assessment response rates so that Outreach is able to measure changes. Among other items being considered is conducting a follow-up "check in" phone calls to parents and to clients who have discontinued sessions for a period of time as well as possibly shortening (less questions) the assessment tool.

**Adjournment:** The meeting was adjourned at 8:00 PM.

**Executive Session:** None.

Respectfully submitted,  
Mark Mazzei  
Board Secretary