

**Turning Point of Lehigh Valley  
Board Meeting Minutes  
January 10, 2017**

The regular meeting of Turning Point of Lehigh Valley, Inc.'s Board of Directors was held on Tuesday, January 10, 2017. There being a quorum present, the Vice President being in the chair and the Secretary being present, the meeting was called to order at 5:30pm.

**ATTENDANCE:**

Present: Charles Telese                      Joan Marcus                      Tom Domin  
                 Sharon Pratt                      Kris Rooney                      Keely Collins

Absent: Don Hayn                      Alexis Kainz

Staff Present: Lori Sywensky, Turning Point Executive Director  
                 Anne Mayer, Turning Point Executive Assistant

**Approval of December 6, 2016 Board Meeting Minutes**

The minutes of the December 6, 2016 meeting were distributed to members prior to this meeting. A motion to approve the minutes as presented was made by Kris Rooney and seconded by Charlie Telese. The motion was passed unanimously.

**Finance Committee Report**

Due to the transition to a new accounting software system, the November 2016 financial statements were not available. The Treasurer was able to review some preliminary information and said that from a cash standpoint, all is well. According to the Executive Director, the reporting functions should be customized, completed, and resolved within the next few weeks. The new system will enable the Treasurer to access financial information in real time, will process check requests and expense reports electronically, and will provide comparisons between program spending, administrative and development costs, among other functions.

The Treasurer discussed that the Investment Policy is currently under review with suggestions from Morgan Stanley. He also relayed that the Finance Committee had approved consolidating several bank accounts into one account with Morgan Stanley, and investing a CD which is up for renewal in April 2017.

**Executive Director's Report**

The Executive Director's report was distributed to members prior to the meeting and was placed on file. Ms. Sywensky added oral remarks to her report.

Additionally, there was a discussion about the need for a new strategic plan.

A Board portal is being constructed within the Turning Point website so that Board members can access pertinent information at any time. The Board was asked for suggestions on information that would be helpful to add to the portal. The portal should be available within the next few weeks.

### **Committee Reports**

#### **Board Development Committee**

Sharon Pratt reported that the committee has met and the next meeting was planned for January 12<sup>th</sup>. The committee is reviewing lists of donors, repeat donors, volunteers, and other suggested individuals for consideration to create a diverse Board.

### **New Business**

#### **Board Policy Task Force**

Keely Collins described the need for a Board Policy Task Force to review Turning Point policies. This short-term committee was formed with members Keely, Alexis, and Sharon. The purpose is to review policies already developed by Turning Point management to insure legality, clear intent, and alignment with the organization's mission and goals, and to determine if there are additional policies needed.

#### **Executive Committee Meeting**

An Executive Committee phone conference will be arranged for the week of January 23<sup>rd</sup>. Riley and Co. (current auditor) will join the conference call.

Joan Marcus moved to close the meeting at 7:15pm. Tom Domin seconded the motion and it was approved unanimously.



Charles Telese  
Board Secretary