

**New Hampshire Alcohol & Drug Abuse Counselors Association
September 24, 2015 Board Meeting**

Board Members in Attendance: Jay Bernier, Charles Bussison, Regent Champigny, Peter DalPra, Annette Escalante, Alex Hamel, Lori Magoon, Michael O’Bryant, James O’Hearn, Jane Quigley, Kelly Reardon, Kate Robertson, Ron Sayres, Margaret Smith, and Lynne Towle.

Staff in Attendance: Dianne Pepin, Executive Director; Ginger Ross, Admin Asst.; Gloria Peters, Training Assistant and Kim Hyslop, Training Coordinator.

Unable to Attend: Melony Lyons, Suzanne Thistle

1. Call to Order/Welcome: Lori Magoon called board meeting to order at 9:10am and welcomed everyone to the meeting. Lori’s welcome included the following information:
 - Lori opened the meeting by reading out Mission and Vision statements
 - Announced that grand-fathered LADC’s can now be Medicaid providers
 - Lots of movement in Medicaid expansion – Peter will talk more about this later
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2. Consent Agenda Items including: July 23, 2015 minutes, President Report, Executive Director Report, Board Liaison and Committee Reports.

Motion to accept the minutes as amended and consent agenda: Reggie Champigny

Second: Ron Sayres

All in favor. Motion passes.

Discussion and Action Items:

3. Financial Report -updated through August (Dianne)
 - Dianne reported that the Net Income is not exactly current due to the timing of the reports. \$10,000 came in after. She indicated that \$22,000 is a fair picture of our finances.
 - Bank Balance as of 9/21/15 is \$115,005.41
 - Total profit for Claudia Black training (revenue minus food plus book sales) is \$8,734.05.
 - Rhonda Bishop has resigned her position as Treasurer for NHADACA.
4. Executive Director Updates (Dianne):
 - BDAS Contract: NHTIAD has had a BDAS contract since 2004. This year we are collaborating on the RFP with Center for Excellence to increase the likelihood to secure this contract. The two organizations complement each other and between us provide all services required by the RFP. Annette Escalante and Dianne Pepin will be meeting with the Center for Excellence on Tuesday 9/29 to discuss structure and responsibilities of each agency.
 - Addiction Professional Magazine: In exchange for us advertising their conference, we were given a space at their conference (New England Opiate Summit) for November 5th and 6th in Rhode Island. Hotel is booked for Wednesday and Thursday. All interested Board members were put in to a drawing and Jane Quigley was selected as the attendee.

5. Donations/Annual Day of Giving (Dianne):

- Dianne reported that 7 Board members have not made donations to the organization yet. She reiterated that it is critical that we can indicate that we have 100% Board compliance in donating as we move forward with grant applications. In addition, she thanked the Board members that have made donations. Both Reggie Champigny and Annette Escalante stressed the importance of this issue.
- Today is our first annual Day of Giving. Please remember that if we raise \$10,000 we have an anonymous donor willing to match with a \$10,000 gift. Please spread the word!

6. Board Nominations and Terms of Service (Lynne):

- We have an immediate Board vacancy for the office of Treasurer. After a brief discussion Annette Escalante offered to provide fiscal oversight as an Interim Treasurer until 1/1/16.

**Motion for Annette Escalante to serve as Interim Treasurer until 1/1/16 made by Lynne Towle
Motion seconded by Peter DalPra
All in favor. Motion passes.**

**Motion for the Chair of the Nominating Committee to commence a search to fill the position of Treasurer
made by Peter DalPra.
Motion seconded by Jane Quigley.
All in favor. Motion passes.**

- The following other positions are up for election this year: Lakes Region Rep, Seacoast Rep, North Country Rep , (3) At-Large Reps and a Treasurer to finish for that term of office.

7. Regional Representatives (Lori): NHADACA is sponsoring regional events to increase awareness with our membership about the organization and to provide an opportunity for networking. The following dates are already set up: 11/2 Seacoast Region, 11/3 Southern Region, 11/4 Central Region, 11/5 Lakes Region and 11/16 Connecticut Valley Region. Each will be from 5-7pm. Please check NHADACA website for further details or updates.
8. Committee Meetings, Minutes and Goals (Lori): Lori began a discussion about our current committees and discussed the importance of committee meetings. The group reviewed the list of current committees: Bylaws, Education (disbanded as goals have been met, Executive, Finance, Fundraising (Grant Writing), Nominations and Annual Meeting, Ethics and Peer Assistance, Personnel and Public Policy.
9. Committee Goal Planning: Committees broke up into their small work groups to look at goals of each committee. This session lasted about twenty minutes.

10. Report back to full Board on Committee Goals for 2015/1016:

- Public Policy/By Law committee combined. Some of the goals presented were to move towards collaboration with New Futures, to have Legislators come to NHADACA/NHTIAD for training, be sure new bills are added to the web page (responsibility to be shared equally by committee members and have a forum for questions and answers for NHADACA member.
- Peer Assistance – has had no activity. Discussion around announce presence of this committee on Facebook. For committee members to send monthly updates and summary to be posted on website. Committee needs to develop purpose so it can be posted on website and advertised.
- This activity made the Board realize that we may need to consider adjusting the length of our bi-monthly meetings (as we did today, meeting until 12 noon) or consider meeting on a monthly basis. A brief discussion ensued with people expressing concern about scheduling, needing permission etc.

Motion to table the discussion regarding changes to our meeting scheduled made by Lynne Towle.

Motion seconded by Jay Bernier.

All in favor. Motion passes.

11. Strategic Planning – Retreat, process, committee (Lori/Dianne): The organization would like to develop a comprehensive strategic plan. We approached SAGE Group and Executive Service Core to help us with this process and have chosen Executive Service Core. They will be interviewing staff, Board members and stake holders as well as reviewing our finances. The hope is that all of this will be presented at a full day retreat and that this information will help us formulate our plan.

- Committee members include: Lori, Annette, Kelly, Ginger and Dianne
- The Charitable Foundation is paying for this.
- We have emailed Tym Rourke to see if there are any funds available to sponsor a full day retreat – we will wait for decision.

Motion to adjourn meeting at 12:15 pm made by Lynne Towle.

Motion seconded by Jay Bernier.

All in favor. Motion passes.

Respectfully submitted,

Lynne Towle
NHADACA Secretary