

**GHI BOARD of DIRECTORS**  
Meeting Minutes – September 9, 2008

6:30-8:30

**Focus – CareCircle.net Celebration**

**In attendance:** Vi Beaudreau, Hope Emery, Kate Emery, David Fearon, Steve Lupien, Steve Silk, Brenda Steigman, Jennifer Jacobson, Janet Kniffin

**Absent:** Donna Cathey, Benjamin Cruse, Kim Hoare,

**Current Business**

- Approval of the March minutes – It was moved by Kate and 2<sup>nd</sup> by Steve to approve the March minutes.
- Due to family issues, Wick Griswold has resigned as a Board Member.
- We introduced the new Board Members, Benjamin Cruse, Steve Lupien and David Fearon. The new board members were approved via email. Information at the end of this document.
- We have added new staff members: Sherry Lockhart who is replacing Grace. She works 16 hours per week. Jay Mucci was added as the Computer Program Manager. This is a granted position and paid from the Travelers Student Training Program. He will be working 10 hours per week until March 2009
- A printed year to date Financial Report of each of the programs was presented to the Board for review. Board members requested the report show the numbers Budget to Actual.
- Board Member Liability Insurance – Walker System Support was able to add GHI on to the existing policy. Thanks to Paula Matta, Director of Finance for Walker, adding GHI to the existing Walker policy saved GHI approx. \$ 750 to \$1,000 per year. The cost of this insurance will be added to Walker's in-kind donations which will be budgeted in 2009.
- Outreach Training for the GHI Board. In a previous meeting, Donna Cathey suggested at an earlier meeting that having someone training us on how to talk about GHI would be very helpful. Kate got a quote from a management consultant for \$1800 to do this. While this seems like a reasonable rate for this type of work, the board felt that we should consider some other options first.
  - The Hartford Foundation declined our request for funding this activity.
  - Grace and Brenda made some inquiries at University of Hartford and Yale and we could not locate anyone to help with this project.
  - The staff discussed the option to develop and facilitate it ourselves with the help of the board by making a PowerPoint together, with the different planning groups helping to put information together on the different initiatives. Due to the schedules, it was decided this option could push the project out six to nine months to complete.

Due to the timing and need for outreach training a request for approval for \$1,800 was presented to the board for consideration to allow the management consultant work with us to develop the training.

It was moved by Steve and 2<sup>nd</sup> by Jennifer to approve the \$1800 consultant fee to develop the training for the board and staff.

- New Director Nominations – Suggestions for additional board members should be made to the Nominations Committee.

## CareCircle Celebration

### • Current Plans

- Update on the event planning

Food Vendors –This year we have gone to more vendors because they are giving less. The Culinary Institute is unable to donate the hot appatzers this year, hoverver would provide the food at cost. We have gone to several restaurants to request 1 or 2 trays of appetizers. The restaurants are pleased with this approach and have been receptive to our requests. Whole Foods was also not able to provide food this year.

- Food Vendors for 2008

- Emily's Catering -1 tray – cold appetizers
- Wooden Tap -1 tray
- Grist Mill 2 trays
- J. Timothy's – 50 appetizers (25 each of two different hot appetizers)
- First & Last Tavern - 1 tray – stuffed mushrooms
- ShopRite - Cheese and Crackers tray
- Stop & Shop \$25 gift Card for what ever we need.

Auction Items: We have fewer this year, but it should be fine. Last year we did not get the full value out of our items, with fewer items should increase the total bidding process. total est. value: \$5,000

Tea Cup Auction – will include several of the misc items we were unable to sell last year, including Africa Craft items. est. value: \$300

- Ticket sales: \$1 each, 6 tickets for \$5, 12 tickets for \$10,
- Application for the permit will be submitted to the Town of Farmington and the State.
- Total application cost \$20

Celebrant Nominations: The nominations process was rolled out earlier than last year, however still running into a last minute push. We are looking for 7 celebrants. At this time we have 8 nominees. One nominee has accepted the nomination at this time.

- Invitations were personalized during the board meeting – Total invitations printed = 1,200. To reach our goal of 250 attendees, we estimated that 1,2000 unique contacts would need to be made. At this time we have 1,022 unique contacts.
- Volunteer sign up sheet for the evening of the event was also passed out during the meeting

### • Future Plans for CareCircle.net Celebrations

- It has been suggested by the staff to hold a celebration every other year rather than every year due to the amount of time it takes to plan and organize the event. The following ideas were discussed.

The board was concerned the visibility of the organization during the off years. We The following suggestions were made to maintain visability:

- Video Tribute – Steve Luipen suggested we continue to request nominations and make a video tribute. We could hold a premiere night and also put the video on line.
- Dave Fearon - Need to discuss ideas to maintain the funding that would be lost by not holding the Celebration. Ideas was to start a grassroots

technology campaign to raise small amounts from a large number of contributors

- Suggestion of a Marketing Committee
- Review all the CareCircles and match them up with Associations that most closely fit with their cause.
- Find the “Edge” CareCircle has compared to the other online social networking sites. Discover what we have that will hold our site together for the future to become sustainable.

It was requested by the members of the board to table the discussion until the next meeting. The Topic will be “How will we raise the \$10,000 that will be lost by holding the CareCircle Celebration every other year.

### **Fundraising**

- **Grant Seeking** – The 2008 grant goal was \$50,000 – to date GHI has received \$51,000
- **GHI Affiliates** – We he added two new affiliates Hartford Opera Theatre and ANT (Affecting New Thoughts) Together we received a grant from the City of Hartford. They pay a small administrative fee to GHI to allow tax deductible donations to their groups. – estimated income - \$850
- **Donor Development** – Our goal is \$6000, and with the board Develop Plans we have identified 49 prospective individuals to ask for donations. The estimated prospective donations total\$5,475. To date we have raised \$1,955.
- **Garden Party** – This looks like a non-starter for 2008. We need to manage our resources.

### **Program Update**

- Care Circles
  - We are listed on MySpace and FaceBook
    - We made an earlier attempt at FaceBook, but I have been working with a new volunteer to get us listed.
      - MySpace: Global Harmony Institute
      - FaceBook: Ghi CareCircle
- Computer Contributions – Brenda
  - Computer Drive – Saturday, September 13, 9 am – 1 pm
    - New Recycler Partnership – Green Monster E-cycling in West Hartford, CT

**Next Meeting** – The next meeting date is set to 11/11/08

There being no more business to attend to the business portion of the meeting was adjourned at 8:40pm

Submitted by: Brenda Stiegman

## New Board Member Nominations:

### **Steve Lupien**

#### Message from Kate's 6-5-08 email to the BOD

I'd also like to recommend Steve Lupien to the board. He is the Director of Marketing and Sales for Walker Systems Support and has lots of great ideas of how we can get the word out about GHI. I think he'd be a great asset. I'm hoping we can build the board up to 12-15 or so and in particular I think we need to get folks who have strong networking skills/connections so if you know of anyone that you think would be a good fit, please let me know.

### **Benjamin Cruse**

#### Message from Kate's 6-18-08 email to the BOD

I would like to nominate Benjamin Cruse to our board. He is a young, (very recently married!) up and coming leader in Hartford, working as the Director of Youth Services at Leadership Greater Hartford and what I think excites me most besides his dedication to making our world a better place through both his professional and volunteer efforts is that he represents a (slightly) younger demographic than we currently have, and the energy and enthusiasm he brings to anything he does is awesome. He's also very much into community leadership, and grass-roots activism which is so much of what we're about. Please give me your vote if you can by the end of the week, and if I don't hear from you by Friday I will put you down as affirming.

### **Dave Fearon**

#### Message from Kate's 7-16-08 email to the BOD

I would like to nominate David Fearon to the GHI board of directors. It was the Stakeholder Business Trust that originally attracted Dave to GHI, but he has been enormously helpful with the computer contribution program and providing contacts and starting discussions in many different areas. I have attached a short bio, which I'm hoping you'll take a moment to read and then let me know what your vote is. I'll wait to hear from everyone by the end of July and if there is a consensus (I'll assume a no-vote is an approval) I'll invite him to join us with our other new members for the September meeting.

#### **David S. Fearon, Ph.D.**

Dave joined Central Connecticut State University in 1986, serving as Chairman of the Management and Organization Department from 1987-1990, and where he became a tenured Full Professor of Management in 1996. Dave is keenly interested in learning and teaching how managerial and organizational knowledge is created and enacted in the workplace for innovative, productive and profitable work. His specialty in the organizational behavior of learning for innovation is grounded in degrees in Sociology from Colby College and Educational Leadership from Central Michigan University and his PhD from the University of Connecticut.

A recipient of the University's Excellence in Teaching Award, Dave's workshops and consultations are organized as an on-going experiment to discover optimal learning designs matching how people in the best companies work, manage, learn and grow. Courses in innovation, quality, knowledge management, quality, strategy & operations, organizational behavior and management fundamentals also serve as primary laboratories for my published works on effective organizational and managerial learning behaviors on the job, online, and in the classroom.

Dave has written a book with Steven Cavaleri, *Inside Knowledge: Rediscovering the Source of Performance Improvement*. (ASQ Quality Press, 2005) which is a full novel of business fiction that delivers principles for continuously improving the quality of one's pragmatic knowledge for operational innovation. He has co-edited and wrote *Managing in Organizations that Learn* with Steven Cavaleri (Blackwell, 1996), and written a comprehensive Teaching Guide for the first edition textbook: *Organizational Behavior: a Strategic Approach* (John R. Wiley & Sons, 2006). He is revising this now for the second edition.

Dave just completed a volunteer project which entailed nearly two years as Program Coordinator of 2008 Organizational Behavior Teaching Conference held at Babson College this June. The theme was Entrepreneurial Teaching. Entrepreneurial Learning. Entrepreneurial Practice. Earlier in his forty year academic career he created collegiate community service programs at Eastern Connecticut State College, Three Rivers Community College, and the University of Maine, where he was Dean of Public Service and Director of the University of Maine System Health Education Resource Center.

Dave is deeply interested in the work we're doing with the Stakeholder Business Model and has worked to help us promote our Computer Contributions Program within the University system. He has also helped connect us to other groups, and sent student interns our way.