

Monadnock Peer Support Agency (MPS)

Board of Directors

24 Vernon Street | Keene, NH 03431

Zoom Dial In: 603 352 5093

Tuesday 10/11/2022 5-7pm

In Person - MPS Executive Director's Office

Agenda

In attendance: Christine Allen, Karen Richi, Tara Abbott, Daria Levy, Melissa Callender, Mandy White, Diane Croteau, Jen Richardson, Meghan Rouleau, Stacy Wilbur, Sam Spielberg, Kelly Fleutte, Trish Lane, Taylor Murray, Jason Sullivan, Leon Amaya, Stephanie Ritchie, Doug Mispel, Edwina Wilson, Paul Desrosiers, Seth Abbot

Opening

- a. Quorum Check
- b. Call to Order at 5:20 PM
 - i. Agreement to begin meeting at 5:15pm moving forward
- c. Set Time of Adjournment
 - i. 7pm
- d. Welcome and Introductions
 - i. Welcomed Taylor as a new employee
- e. Approval of September minutes
 - i. Kelly motion to accept
 - ii. Daria seconds motion
 - iii. September minutes accepted
- f. Lorette Edleman, New Hampshire Center for Nonprofits, creating survey to establish goals
 - i. Bridging gap between goals and reality
 - ii. How do we form a committee?
 1. Identified 3 people for helping with strategic plan
 2. Fundraising: Melissa, Christine, Diane, Daria, Trish,
 - a. Volunteered at September meeting: Kelly, Stacy, Tara
- g. Chris Minkler, board member, at large until after paving season, only receiving minutes until then

A. Reports

a. Executive Director's Report

- i. Additional Contract Update
 1. Not officially done until it is signed
 2. New contract will add 3 beds and \$400,000
 3. Christine opens up for questions – No questions
- ii. CDBG-CV Update
 1. Grant is for \$750,000
 2. Need is for \$921,000 – Coincidentally have ~\$100,000 in savings and ~\$62,000 left over from previous loan, makes up difference
 3. Regional planning board had walk through
 4. 15 other organizations going for this grant
 5. CDBG folks are confident in MPS, think we have a good application
 6. Grant would go toward:
 - a. New HVAC upstairs and downstairs

- b. Boiler
 - c. Windows
 - d. Handicap accessible doors
 - e. Turning Vernon street entrance into AA room
 - f. Rooftop access: Solar panels, garden, seating area
 - g. Internal stairwell
 - h. Elevator
- iii. Bus Update
 - 1. Putting together a packet of information for board members
 - 2. \$50k bus from Thomas Transportation vs. \$18k for 50 passenger van
 - 3. Growing rapidly as an organization, justifies purchase of bus
 - 4. "Macro vision"
 - 5. Will be able to rent out bus
 - 6. Stacy does not have to drive bus
- iv. Update on NH Center for Nonprofit
 - 1. Sharing password for online account
 - 2. Encouraging board to see what is available for training and to voice interests with Christine
 - 3. We will not allow finances to interfere with ability to offer best services
- v. Strategic Planning
 - 1. Christine re: mission statements
 - a. Reads all options, invites feedback via Survey Monkey
 - b. Melissa will create Survey Monkey
 - c. Mission statement is difficult to write, 5 components in 3 sentences
 - 2. Taylor re: mission statements
 - a. Should attract grant makers
 - b. How are we dedicated to wellness?

b. Director of Programming Report

- i. New Groups
 - 1. New October schedule
 - 2. 9 new groups/programs
 - a. Including AA, Grieving, Gender euphoria, Chronic pain, Siesta group, Weekend check ins, Weekend Addiction/recovery, Weekend Anxiety/depression
 - b. Serves population that needs help on weekends and evenings
 - c. Currently at 43 groups, working toward 50
- ii. New Ideas

c. Director of LGBTQIA+ Services Report

- i. Building with local orgs
 - 1. Keene State College
 - 2. Planned Parenthood
 - 3. Service Link
- ii. Trying to build LGBTQIA+ Community
- iii. Establishing needs that we don't know yet
- iv. Advertising to trans groups on Facebook
- v. Other peer support groups mirroring ideas is a good thing

- vi. Traveling to Exeter to collaborate with other PSA(s)
- vii. Boundaries group, Self esteem group
- viii. Permission from state to give Taylor director title

Edwina grievance

- ix. Feels uncomfortable in women's group facilitated by transgender woman
- x. Wants a group strictly for cisgender women
- xi. Will provide grievance in writing
- xii. Board will address grievance

d. Director of Marketing Report

- i. Capital Campaign
 - 1. No Capital campaign without strategic plan
- ii. Tabling
 - 1. Trish tabling at library and co-op
 - 2. October 19th, 24th and Gathering of the Gourds
- iii. Social Media
 - 1. Down from last month but still 6500 impressions
- iv. Marketing
 - 1. About 90% of new members are from road signs but we are starting to encounter a lot more people who saw us in Shopper News
 - 2. Shopper Ad every week plus 1 article per month
 - a. Next article will be about fitness programs at MPS
 - 3. Trish putting calendar on local bulletin boards
 - 4. Promoting on Facebook, boosting ads
- v. Designed and ordered photo ID badges for all staff
- vi. We welcomed 15 new members in September
- vii. We are now volunteering at Monadnock Humane Society every Tuesday afternoon
- viii. Purchased MonadnockPSA.com and redirected it to our website
- ix. Made QR codes that connect to each Board member's MPS business card

e. Director of Operations Report

- i. Updates on Residential Programs
 - 1. 9 new Respite guests, 1 SUSD
 - 2. Will have 2 new SUSD guests next week
 - 3. Removed fridges from guest rooms due to food safety concerns
 - 4. High risers for all beds, wood removed due to bed bug concerns
 - 5. Minimizing donations from public because we don't need as much anymore
 - 6. Now able to move people directly from Respite to SUSD
 - 7. Increasing length of stays
 - a. Respite 14 nights, 15 days (up from 6 nights, 7 days)
 - b. SUSD 120 days (up from 90)
- ii. Financials

f. Treasurers Report

- i. Sending profit/loss statements to Mandy (or board) every month
- ii. Don't necessarily need to ask board for permission to make purchases but should keep board updated throughout month

- iii. Chris Minkler became board member before he started paving, will need a board vote before we hire him to plow parking lot (conflict of interest)
 - 1. He is part of the AA community and supports the MPS mission
 - 2. Diane motions to hire Minkler
 - 3. Doug seconds motion
 - 4. Agreement to hire Minkler to plow parking lot

g. Executive Director Additional Comments

- i. New building constantly needs repairs, Trying to address fire code concerns
 - 1. Fire department returning to assess repairs by Matt
 - 2. City of Keene is in a good place with MPS, they want to see us get our permit
- ii. Parking lot is now reopened after being shut down
 - 1. Met with zoning board
 - 2. Mayor Hansel agrees that smoking is harm reduction
- iii. Starting email list for people who signed up for Fundraising
 - 1. Sam will send out
- iv. Hiring a strategic planner
 - 1. Lorette will come to board meetings, reaching out to board members

Motion to adjourn at 7:00 PM

Meeting adjourned at 7:00