

Board of Directors

Patrick Chaing, Chairman
Jennifer Judelsohn, Vice-Chair
Sue Zywokarte, Secretary
Jon-Michael Rosch, Treasurer
Dara L. Aldridge
Emily Chiang
Dan Gray
Angie Lathrop
Jennifer McGarey
James Ross

For the sake of what?

*Does this move us in the
direction of our mission?*

*Is this the best use of
resources?*

*Is this the direction
we said we want to go?*

Our Mission:

Pathway Homes
embodies the spirit
of recovery: embracing an
attitude of hope,
self-determination
and partnering with each
individual on their
personal journey toward
achieving self-fulfillment
and realizing their dreams.

We fulfill our mission by
making available to
individuals with mental
illness and co-occurring
disabilities a variety of
non-time-limited housing and
services to enable them to realize
their individual potential.

PATHWAY HOMES, INC.

Board of Directors

Monday, April 8, 2019
7:00 P.M.
10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209



- 6:30 Social Half-hour
- 7:00 Call to Order
- 7:05 Presentation – SPC/Rental Leasing
Randy L. Shusman, LCSW
- 7:30 Approval of Minutes of Meeting January 14, 2019*
- 7:35 CEO's Report – Dr. Sylisa Lambert-Woodard
- 8:00 Treasurer's Report - Brenda Brennan
- 8:05 Chairperson's Report and Comments
- 8:15 Committee Reports
 - 1. Philanthropy Committee—Jennifer Judelsohn
 - 2. Board Development—Patrick Chaing
- 8:40 Old Business
- 8:45 New Business
 - 1. Tuition Reimbursement Lottery
- 8:50 Announcements.
- 8:55 Adjournment

* Materials Enclosed in Packet

Closed Session after Pathway Recovery, Inc. Meeting

ADDENDUM TO BOARD AGENDA

April 8, 2019

Pathway Homes, Inc. remains strategically focused and engaged in new opportunities for growth and scalability through new partnerships with other non-profits and contracts. We are forging ahead to incorporate more services for our Intellectual Disability and Developmental Disability (ID/DD) population and have been notified of our first award for the acquisition and development of ID/DD housing in Prince William. This appears to be the season of many new and expansive opportunities for our agency to better serve our community! Strategic diversification continues to be an important key to our operational success. I look forward to seeing you and answering any questions at our upcoming meeting.

Board Matters:

- The Philanthropy Committee Report- Jennifer Judelsohn, Treasurer's Report- Brenda Brennan, and Board Development report- Patrick Chaing have been provided for your review. Please review these reports before the meeting; any questions or clarifications will be addressed during the meeting.
- Pathway Homes continues in its first operational grant year in Loudoun County for Mental Health Skill Building Services (MHSS). Pathways is currently providing services to 24 individuals. It is expected that we will serve approximately 30-70 within this calendar year.
- Pathway Homes has launched its Northern Virginia Health Foundation (NVHF) renewal project awarded for \$48,000 for the development of a pilot supportive services package/waiver. This pilot proposes a permanent supportive housing services waiver. Pathways is working with a private consultant, Managed Care Organizations (MCOs), Housing Authorities, and Community Services Boards (CSBs) in the development of this design. Kristin Yavorsky, Director of the new Office of Community Housing at the Virginia Department of Behavioral Health and Developmental Services (DBHDS), invited Pathways to submit this pilot for consideration by the Commonwealth for use as a best practice model. In addition, Pathways is in the process of developing a White Paper on permanent supportive living which is expected to be completed by 7/19. Final report on the renewal grant is due 12/19.
- Pathways has been communicating with Fairfax County for over a year to finalize their commitment to continued support in FY19 in the amount of **\$267,169**. This would cover administrative costs related our Department of Housing and Urban Development (HUD) Continuum of Care (CoC) projects. The MOA has been renegotiated and expected to have signatures by 7/19.

- **Renewal**- Pathway Homes received confirmation from HUD announcing renewal of twelve (12) HUD Homeless Assistance renewal grant awards totaling **\$5,521,495**. These grants fund our Supportive Housing Program and Shelter Plus Care (now called Leasing and Rental Assistance) projects serving 306 individuals. The total amount of HUD assistance that the Fairfax-Falls Church CoC receives is \$8,291,071.
- The combination of Amazon's selection of VA as its newest site, and significantly low housing inventory has created a challenging environment to be competitive in purchasing new inventory. However, Pathways continues to seek purchase of a 4-bedroom home to step down consumers from Stevenson Place with its Community Consolidated Funding Pool (CCFP) award totaling \$450,000. It is anticipated that this property be purchased during the calendar year 2019.
- **NEW Proposal Revised**- Pathway Homes responded to a Request for Proposal (RFP) from the Richmond Behavioral Health Authority (RBHA) Region 4- Greater Richmond for the operation of a new 8-bed Assisted Living Facility. Pathways was notified in 12/18 that the RBHA lost designated funding, and they requested that we rewrite our proposal for a group home that would be contingent upon state funding. This proposal was submitted in the amount of \$515,180 to operate this program. We anticipate notification of a decision by 7/19.
- Christian Relief Services, Inc. (CRS) made a strategic decision to forgo further sponsorship of the 1991, 1994 and 1995 grants serving 50 individuals in the amount of \$703,690. This decision was made due to internal changes as well as the increased responsibilities associated with being a HUD COC program sponsor. CRS supported Pathway Homes in assuming sponsorship of these programs, and the COC Board met on 6/14/18 and unanimously chose Pathway Homes, Inc. as the new sponsor! Transition of sponsorship was supported at the local level and formally authorized by HUD.
- Pathway Homes continues to exert due diligence in budget review and consideration of agency expansion to include Specially Adapted Resource Clubs (SPARC). Pathways' plan is to absorb the SPARC program design and transition their staff under Pathway Homes, Inc. This will advance our mission by providing day programming and better servicing our ID/DD community. We anticipate this endeavor occurring over the next 6 months.
- **NEW AWARD**- The Prince William Office of Housing and Community Development (OHCD) has awarded Pathway Homes \$225,000 for our proposed project **"Pathways to Prince William Recovery"** through the Community Development Block Grant (CDBG) funds on 12/10/18. Pathway Homes has purchased a 2-bedroom condo which is currently occupied.

- **NEW AWARD-** Pathway Homes submitted an RFP through Fairfax County Department of Housing and Community Development (DHCD) for 10 new scattered-site 1-bedroom condos in the amount of \$1,686,000. Pathways was informed on 12/12/18 of an award of \$1,042,082 for six (6) 1-bedroom condos for individuals precariously housed with incomes at or below 30% income. Two (2) of the six (6) condos have been purchased. This project is projected to be fully occupied by 6/30/19.
- **1st time AWARD for ID/DD-** DBHDS notified the Prince William County Community Services that \$2.4 million was available for the creation of rental housing units for individuals with intellectual disorders and developmental disabilities covered under the Commonwealth Settlement Agreement. DBHDS has also created a State Rental Assistance program (SRAP) with a Project-Based Rental Assistance (PBRA) component to serve individuals with developmental disabilities in the Settlement Agreement population who want to live in their own housing. Pathways was notified by the County of Prince William that we were approved for **\$2.4 mil for 14 1-bedroom units in acquisition and matching PBRA vouchers. Formal award is made contingent upon board approval in 4/19.**
- Dean Klein, Director of the Office to Prevent and End Homelessness (OPEH) invited Sylisa and other key Non-Profit CEOs to give testimony to the Fairfax County Board of Supervisors regarding Fairfax County's previous plan to end homelessness within 10 years. Presentation was given regarding accomplishments in providing housing and supports to those chronically homeless. Current challenges, successes and solutions were presented to the Board for Consideration. The entire meeting may be viewed at: <https://t.co/2qlpKuA32W> (Sylisa's talk begins at 38:25).
- As scheduled, Pathway Homes plans to sell our property located at 6515 Terry Dr. Springfield, VA 22150 within the next quarter. This 6-bedroom home was previously used a group home. Due to the operational costs of a home this size, it was decided to liquidate this home and enhance our cash on-hand for the future. Despite the sale of this home, Pathways continues to significantly increase our housing inventory each year.
- Pathway Homes hosted its annual Recognition Event called "Simply the Best." Patrick Chaing, Board Chair, provided a motivational opening; board members Jim Ross and Emily Chaing gave heartfelt encouragement to our staff. This event did not disappoint! Staff were recognized for years of service and contributions to our "Culture of Excellence." Of particular mention, Pathways celebrated **Anita Robinson, the agency's first employee to reach 30 years of service!**

PATHWAY HOMES, INC.
Minutes of the Quarterly Meeting of the
Board of Directors
January 14, 2019

The quarterly meeting of the Board of Directors was held on January 14, 2019. A *quorum* being present, the meeting was called to order at 7:25 p.m. by Chair, Patrick Chaing. The following individuals were present and participated throughout the meeting:

MEMBERS

Patrick Chaing, Chair
Jennifer Judelsohn, Vice Chair
Sue Zywokarte, Secretary
Jon-Michael Rosch, Treasurer
Dara L. Aldridge (via phone)
Emily Chiang
Dan Gray
Angie Lathrop (via phone)
Jennifer McGarey
James Ross

STAFF

Sylisa Lambert-Woodard, President & CEO
Brenda F. Brennan, CFO
Eleanor Vincent, COO
Anita Robinson, VP for Clinical Services
Anna Smith, Director of Development and
Major Gifts
Lauren P. Leventhal, QA Manager

Also in attendance through the presentation were Donna Goldbranson, E.D. of SPARC, and Nancy Meyer, Chair of the Board of Directors of SPARC.

PRESENTATION

SPARC

Donna Goldbranson, Executive Director
Nancy Meyer, Chair of the Board of Directors of SPARC

Donna and Nancy provided an overview of SPARC's "community first" approach to providing services for individuals in the Intellectual Disability/Developmental Disability (ID/DD) community. They presented their best-practice design (yet to be validated) which can be 'patented' and marketed in other areas of the country/world. SPARC does not bill Medicaid and requires no special licenses. SPARC provides day programming and life planning to its members. It helps members coordinate and take advantage of other state and locally funded opportunities for individuals (like S-RAP dollars). Board members are invited to tour one of the club houses.

MINUTES

Patrick Chaing called for a motion to approve the minutes from October 1, 2018. Dan Gray made a motion to approve the minutes as presented. This was seconded by Jim Ross and approved unanimously.

Patrick Chaing called for a motion to approve the minutes from December 3, 2018. Sue Zywokarte made a motion to approve the minutes as presented. This was seconded by Jennifer Judelsohn and approved unanimously.

CEO Report – Dr. Sylisa Lambert-Woodard

Sylisa's report was previously distributed to the Board in their packet (enclosed in the Board minutes book), and she included the following updates:

- Pathways is self-monitoring its finances. It has sufficient dollars on-hand to last through the current government shutdown. Draw-downs for HUD grants were completed in advance.

TREASURER'S REPORT – Brenda Brennan

The Treasurer's Report was distributed prior to the meeting (enclosed in the Board minutes book). There was no additional information.

CHAIRPERSON'S REPORT AND COMMENTS – Patrick Chaing

Patrick gave KUDOS to the Pathways team and Leadership for its successful 3-year CARF accreditation which was awarded in October. He commented that it was an excellence experience for him as a new Board Chair.

PHILANTHROPY COMMITTEE REPORT – Jennifer Judelsohn

In addition to the written Philanthropy Committee Report (enclosed in the Board minutes book), the committee noted the following:

- 8 out of 10 Board members met their \$5,000 Give/Get commitment, and the other two provided services equivalent to that amount.
- Sue Zywokarte was presented with a certificate for having the largest team at the Help the Homeless Walk.
- Dara Aldridge was presented a certificate for being the top-fundraising team for the Help the Homeless Walk.
- We exceeded the FY18 contribution goal. The goal for FY19 is \$796k, but the agency is trending for \$645k, a shortfall of ~\$150k.
 - Appeal to the Board for help filling tables for the Steps to Pathways Breakfast on 5/22/19 at the Waterford in Springfield.

- Donor recognition event is Feb. 6th; invitations have been sent.

BOARD DEVELOPMENT – Patrick Chaing

The Board Development Committee was distributed prior to the meeting. Patrick had nothing to add, nor were there any questions. He did note that there are two candidates being considered.

AUDIT REPORT – Jonny Rosch

November 12th the finance committee met with the auditors; there were no findings. It is amazing to have such a clean ‘bill of health’, and it is a testament to the great work the accounting team does. Materials related to the audit are in the Board Portal.

OLD BUSINESS –

None

NEW BUSINESS –

- Eviction Policy – The Personnel Practices committee was asked to vet this new policy that is required for our programs. The committee recommends voting for approval.
 - Sue made a motion to approve the policy as proposed. This was seconded by Jim Ross and approved unanimously. Jim requested that the indentions within the policy be made uniform prior to publication.
- Tuition Reimbursement Lottery – Jonny Rosch drew the names from the pool
 - Lauren Leventhal was selected
 - David Leventhal was also in the running, but was not selected

ANNOUNCEMENTS –

Sylisa recognized Dan for holding the position of Chairman of the Board from 2012 – 2018. During that time, the agency grew 70% and brought on more Board members that previously. Sylisa presented him with an engraved Cross pen.

Dan said that it was ‘a real honor’ to serve as Board Chair. He thanked the Board for being so supportive and said “It’s been a real thrill for me.”

ADJOURNMENT

There being no further business, Jim made a motion to adjourn the meeting. This was seconded

by Sue and unanimously approved by the Board.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,

TREASURER'S REPORT-APRIL 2019

Brenda Brennan, Chief Financial Officer

Pathways Living, Inc., project consisting of the six homes at: 6215 Pioneer, 5626 Sheldon, 2201 and 2203 Huntington Avenue, and 2303 and 2305 Mary Baldwin Drive Annual Housing Assistance Payment Contract (HAP) has already been renewed effective July 2019 with a one percent (1%) increase.

We will be establishing a new bank account with Wells Fargo for Pathways Living, Inc., for Residual Receipts. Unspent funds will be deposited annually that exceed project/contract obligations. Funds may be withdrawn and utilized to cover extraordinary expenses that may occur, that exceed the annual funding for the project.

Pathway Visions, Inc., project consisting of four two-bedroom condominiums, Project Rental Assistance Contract (PRAC) with the U.S. Department of HUD expires July 31, 2019. A request for a contract renewal with a minimum increase will be submitted shortly.

Tax returns for fiscal year 2018 have all been filed with the IRS for; Pathway Homes, Inc., Pathway Homes of Florida, Pathways Living, Inc., Pathway Options, Inc., Pathway Visions, Inc., and Pathways Recovery, Inc.

Pathway Homes Sales and Use Tax Exemption renewal application will be submitted by May 1, 2019. Current exemption expires 06/30/2019.

All 2018 wage and tax reports have been completed and submitted, including W-2's and 1099's.

Pathway Homes
Statement of Functional Expenses - Combined Financial Statement-PHI & Affiliates
From 7/1/2018 Through 2/28/2019

		<u>Pathway Operating Fund</u>	<u>McKinney</u>	<u>PATHWAY HOMES</u>	<u>Pathway Homes of Florida, Inc.</u>	<u>Total</u>
Revenue						
Grant Revenue						
Contract Funds	4100	2,074,091.67	0.00	2,074,091.67	447,905.00	2,521,996.67
Grant Revenue	4110	1,034,745.69	0.00	1,034,745.69	0.00	1,034,745.69
Grant Revenue - SPC	4115	1,187,925.00	0.00	1,187,925.00	0.00	1,187,925.00
Admin Fee	4120	218,237.14	0.00	218,237.14	0.00	218,237.14
HUD Housing Funds	4130	1,690,297.12	600,357.31	2,290,654.43	0.00	2,290,654.43
Auxiliary Grant Revenue	4141	182,307.25	0.00	182,307.25	0.00	182,307.25
Rental Income - HUD Supplement	5121	199,540.00	0.00	199,540.00	0.00	199,540.00
Total Grant Revenue		6,587,143.87	600,357.31	7,187,501.18	447,905.00	7,635,406.18
Contributions						
Donations-Unrestricted	4400	188,774.47	0.00	188,774.47	0.00	188,774.47
Donations-Restricted	4405	14,376.00	0.00	14,376.00	0.00	14,376.00
Total Contributions		203,150.47	0.00	203,150.47	0.00	203,150.47
Program Revenue						
Social Security Revenue	4140	310,370.15	0.00	310,370.15	0.00	310,370.15
Client Fees	4150	696,354.52	0.00	696,354.52	0.00	696,354.52
Rental Income	4160	116,455.76	0.00	116,455.76	0.00	116,455.76
Medicaid Fees	4162	49,959.70	0.00	49,959.70	0.00	49,959.70
Management Fee Income	4175	28,000.00	0.00	28,000.00	0.00	28,000.00
Total Program Revenue		1,201,140.13	0.00	1,201,140.13	0.00	1,201,140.13
Investment Income						
Interest Income	4210	1.50	0.00	1.50	0.00	1.50
Total Investment Income		1.50	0.00	1.50	0.00	1.50
Other Income						
Other Revenue	4200	34,693.16	0.00	34,693.16	0.00	34,693.16
Disposition Of Assets-Gain/Loss	4500	338,342.63	0.00	338,342.63	0.00	338,342.63
Total Other Income		373,035.79	0.00	373,035.79	0.00	373,035.79
Total Revenue		8,364,471.76	600,357.31	8,964,829.07	447,905.00	9,412,734.07
Expenses						
Salaries and related expenses						
Payroll	9000	2,064,231.42	171,779.30	2,236,010.72	277,499.32	2,513,510.04
Payroll Tax Expense	9200	149,820.06	12,742.70	162,562.76	20,868.02	183,430.78
Retirement Expense	9300	50,949.02	0.00	50,949.02	0.00	50,949.02
Health Insurance	9400	191,349.07	17,400.06	208,749.13	43,267.52	252,016.65

Pathway Homes
Statement of Functional Expenses - Combined Financial Statement-PHI & Affiliates
From 7/1/2018 Through 2/28/2019

		Pathway Operating Fund	McKinney	PATHWAY HOMES	Pathway Homes of Florida, Inc.	Total
Life Insurance	9450	4,370.74	456.45	4,827.19	780.50	5,607.69
Dental Insurance	9470	18,971.94	1,812.65	20,784.59	2,431.86	23,216.45
VA Employment Tax	9500	5,585.98	16.55	5,602.53	0.00	5,602.53
FL Employment Tax	9510	0.00	0.00	0.00	2,125.30	2,125.30
Workmen's Compensation	9600	46,686.68	3,224.95	49,911.63	4,782.67	54,694.30
Accrued Compensated Leave	9800	(147,613.88)	0.00	(147,613.88)	0.00	(147,613.88)
Total Salaries and related expenses		2,384,351.03	207,432.66	2,591,783.69	351,755.19	2,943,538.88
Professional Services						
Legal Expense	6340	17,833.86	469.79	18,303.65	0.00	18,303.65
Audit Expense	6350	69,075.00	0.00	69,075.00	1,100.00	70,175.00
PRS Support Services	7201	55,473.70	0.00	55,473.70	0.00	55,473.70
PRS Psychosocial Rehab	7202	39,342.00	0.00	39,342.00	0.00	39,342.00
PRS Employment Service	7203	881.22	0.00	881.22	0.00	881.22
Contract/Project Manager	9700	58,024.34	0.00	58,024.34	39,232.53	97,256.87
Total Professional Services		240,630.12	469.79	241,099.91	40,332.53	281,432.44
Office Expense						
Telephone & Cable Expense	6313	67,353.84	3,614.36	70,968.20	5,765.21	76,733.41
Postage & Shipping	6314	6,612.48	0.00	6,612.48	0.00	6,612.48
Books & Subscriptions	6316	996.29	0.00	996.29	0.00	996.29
Printing & Copying	6317	4,763.00	0.00	4,763.00	0.00	4,763.00
Office Supplies	6360	2,711.81	0.00	2,711.81	9.63	2,721.44
Office Rent	6456	165,093.34	0.00	165,093.34	12,818.25	177,911.59
Total Office Expense		247,530.76	3,614.36	251,145.12	18,593.09	269,738.21
Information & Technology						
Computer Supplies & Services	6352	32,542.69	1,162.60	33,705.29	0.00	33,705.29
Computer Consultant Services	6353	101,093.44	0.00	101,093.44	0.00	101,093.44
Total Information & Technology		133,636.13	1,162.60	134,798.73	0.00	134,798.73
Occupancy						
Electricity	6450	82,683.17	2,881.17	85,564.34	763.80	86,328.14
Water	6451	15,902.47	3,559.70	19,462.17	0.00	19,462.17
Gas	6452	9,638.70	248.29	9,886.99	0.00	9,886.99

Pathway Homes
Statement of Functional Expenses - Combined Financial Statement-PHI & Affiliates

From 7/1/2018 Through 2/28/2019

		Pathway Operating Fund	McKinney	PATHWAY HOMES	Pathway Homes of Florida, Inc.	Total
Contract Expense-Other	6454	36,931.26	4,453.96	41,385.22	0.00	41,385.22
Leasing and Contract Expense	6457	2,606,508.79	318,733.01	2,925,241.80	0.00	2,925,241.80
Home Owners Association Fee	6460	144,417.47	10,170.50	154,587.97	0.00	154,587.97
Garbage & Trash Removal	6525	4,362.17	15.00	4,377.17	0.00	4,377.17
Total Occupancy		2,900,444.03	340,061.63	3,240,505.66	763.80	3,241,269.46
Conferences & Training						
Conferences	6417	6,504.20	0.00	6,504.20	0.00	6,504.20
Training Expenses	6418	34,995.85	100.00	35,095.85	2,272.42	37,368.27
Total Conferences & Training		41,500.05	100.00	41,600.05	2,272.42	43,872.47
Interest Expense						
Interest Expense	6820	59,203.79	35.00	59,238.79	0.00	59,238.79
Total Interest Expense		59,203.79	35.00	59,238.79	0.00	59,238.79
Depreciation & Amortization						
Depreciation Expenses	6600	236,796.48	0.00	236,796.48	2,914.72	239,711.20
Total Depreciation & Amortization		236,796.48	0.00	236,796.48	2,914.72	239,711.20
Professional Insurance						
Professional Liability Insurance	6430	95,144.73	6,214.58	101,359.31	136.00	101,495.31
Crime Bond Insurance	6433	2,260.68	0.00	2,260.68	0.00	2,260.68
Directors & Officers Insurance	6435	6,300.68	0.00	6,300.68	0.00	6,300.68
Property Liability Insurance	6720	24,768.66	0.00	24,768.66	0.00	24,768.66
Total Professional Insurance		128,474.75	6,214.58	134,689.33	136.00	134,825.33
Repairs & Maintenance						
Repairs & Maintenance	6540	165,833.58	22,019.30	187,852.88	0.00	187,852.88
Grounds Maintenance	6541	11,092.26	780.00	11,872.26	0.00	11,872.26
Extermination	6542	9,791.03	2,358.22	12,149.25	0.00	12,149.25
Reserve for Replacements	6599	(2,487.86)	0.00	(2,487.86)	0.00	(2,487.86)
Total Repairs & Maintenance		184,229.01	25,157.52	209,386.53	0.00	209,386.53
Program/Contract Expenses						
Recreation Supplies	6421	18.99	0.00	18.99	0.00	18.99
Security Deposits	6465	2,213.00	0.00	2,213.00	0.00	2,213.00

Pathway Homes
Statement of Functional Expenses - Combined Financial Statement-PHI & Affiliates
From 7/1/2018 Through 2/28/2019

		<u>Pathway Operating Fund</u>	<u>McKinney</u>	<u>PATHWAY HOMES</u>	<u>Pathway Homes of Florida, Inc.</u>	<u>Total</u>
Moving Fees	6466	7,132.05	0.00	7,132.05	0.00	7,132.05
Contracts - HUD Only	6520	308.16	0.00	308.16	0.00	308.16
Misc Operating Expenses	6590	4,987.66	18.51	5,006.17	0.00	5,006.17
Furnishings Not Capitalized	6595	24,589.87	2,365.44	26,955.31	0.00	26,955.31
Equipment Not Capitalized	6596	5,091.83	1,185.00	6,276.83	4,550.51	10,827.34
Capitalized Expenses	6597	0.00	0.00	0.00	0.00	0.00
Renter's Insurance	6721	29,927.49	2,867.50	32,794.99	0.00	32,794.99
Food	6932	77,434.36	0.00	77,434.36	0.00	77,434.36
Cleaning/Household Supplies	6951	12,860.97	0.00	12,860.97	0.00	12,860.97
Client emergency, supplies, transportation	6952	1,852.00	0.00	1,852.00	67,053.09	68,905.09
Medical Supplies - Rx	6960	11,759.04	0.00	11,759.04	0.00	11,759.04
Medical Supplies - Non Rx	6963	2,043.79	0.00	2,043.79	0.00	2,043.79
Cosmetic/Personal Items	6964	1,477.62	0.00	1,477.62	0.00	1,477.62
Laundry/Linens	6973	5,503.98	0.00	5,503.98	0.00	5,503.98
Total Program/Contract Expenses		187,200.81	6,436.45	193,637.26	71,603.60	265,240.86
Development Expenses						
Advertising & Marketing	6210	5,528.51	0.00	5,528.51	0.00	5,528.51
Purchases From Contributions	6391	48,552.04	0.00	48,552.04	0.00	48,552.04
Pass-Through Contributions	6392	0.99	0.00	0.99	0.00	0.99
Fundraising Expense	6394	34,569.63	0.00	34,569.63	0.00	34,569.63
Total Development Expenses		88,651.17	0.00	88,651.17	0.00	88,651.17
Administrative Expenses						
Membership Fees	6315	6,355.14	0.00	6,355.14	0.00	6,355.14
Bad Debts	6370	(260.00)	0.00	(260.00)	0.00	(260.00)
Administrative Expenses	6390	19,878.21	1,026.15	20,904.36	0.00	20,904.36
Special Events	6416	7,454.97	0.00	7,454.97	0.00	7,454.97
Counselor's Expenses	6420	119.50	0.00	119.50	0.00	119.50
Storage Facility	6459	6,936.00	3,192.00	10,128.00	0.00	10,128.00
Administrative	9705	0.00	0.00	0.00	22,982.88	22,982.88

Pathway Homes
Statement of Functional Expenses - Combined Financial Statement-PHI & Affiliates
From 7/1/2018 Through 2/28/2019

		Pathway Operating Fund	McKinney	PATHWAY HOMES	Pathway Homes of Florida, Inc.	Total
Total Administrative Expenses		<u>40,483.82</u>	<u>4,218.15</u>	<u>44,701.97</u>	<u>22,982.88</u>	<u>67,684.85</u>
Taxes, Licenses, & Permits						
Real Estate Taxes	6710	8,515.32	0.00	8,515.32	0.00	8,515.32
Fees, Licenses & Permits	6790	22,642.31	0.00	22,642.31	0.00	22,642.31
Total Taxes, Licenses, & Permits		<u>31,157.63</u>	<u>0.00</u>	<u>31,157.63</u>	<u>0.00</u>	<u>31,157.63</u>
Travel						
Vehicle Insurance	6431	19,531.59	0.00	19,531.59	1,589.62	21,121.21
Staff Mileage Expenses	6560	14,824.08	5,216.31	20,040.39	26,738.55	46,778.94
Vehicle Operating Cost	6570	15,197.88	628.24	15,826.12	0.00	15,826.12
Total Travel		<u>49,553.55</u>	<u>5,844.55</u>	<u>55,398.10</u>	<u>28,328.17</u>	<u>83,726.27</u>
Total Expenses		<u>6,953,843.13</u>	<u>600,747.29</u>	<u>7,554,590.42</u>	<u>539,682.40</u>	<u>8,094,272.82</u>
Change in Net Assets		<u>1,410,628.63</u>	<u>(389.98)</u>	<u>1,410,238.65</u>	<u>(91,777.40)</u>	<u>1,318,461.25</u>

April 8, 2019 - Philanthropic Report –3rd Quarter FY19

January 1, 2019 through March 31, 2019

Committee Members: Jennifer Judelsohn, Chair, Patrick Chaing, Emily Chiang and Sue Zywokarte
Staff: Sylisa Lambert-Woodard, Anna Smith

- Financial Contribution Total Received YTD \$485,712– **FY19 - Goal \$796,000**

Campaigns:

- *Help the Homeless: FY19 YTD \$46,353*– **FY19 Goal \$70,000***
 - *Full campaign total - \$51,853 (\$6,000 in FY19 sponsorship received in FY18)
- *Holiday Wish List: FY19 YTD \$8,064 – **FY19 Goal \$30,000***
- *STP Breakfast: FY19 YTD \$33,557 – **FY19 Goal \$85,000***

Grants: FY19YTD Received \$367,196; Total Received/Awarded \$448,100- **FY19 Goal \$500,000**

- Grants Pending: \$115,000
- Upcoming Events:
 - Steps to Pathways Information Session - April 21st from 10:00 to 11:00 a.m.
 - Steps to Pathways Breakfast May 22nd – Waterford at Springfield
 - Help the Homeless Walk – Saturday, October 19th – Fairfax City Hall – 20th Anniversary Event
- Action Steps:
 - Invite your network to the Steps to Pathways Breakfast!!! **Goal 30 tables. If each board members fills 1.5 tables (12 guests) we will hit our goal! Other 15 tables filled with non-board table captains and Pathway partners**

March 25, 2019 – Board Development Report –3rd Quarter - FY2019

January 1, 2019 through March 31, 2019

Committee Members: Patrick Chaing, Committee Chair, Dan Gray, Jim Ross

Staff: Sylisa Lambert-Woodard, Anna Smith

Board Recruitment: The Board Development Committee reviewed bios for four potential board candidates. After review, the Board agreed to schedule initial conference call screening interviews with three of the four candidates. The Board Development Committee members will work with the CEO to further cultivate the fourth candidate.

Board Governance: The board development committee discussed the upcoming process for reviewing board by-laws, articles of incorporation and board policies. The CEO distributed a copy of John Carver's *Boards That Make a Difference* book to the members of the Board Development Committee. Currently the Board follows Board Source recommended governance practices. The "Carver Model" is an alternative board policy governance model.

Board of Directors

Patrick Chaing, Chairman
Jennifer Judelsohn, Vice-Chair
Sue Zywokarte, Secretary
Jon-Michael Rosch, Treasurer
Dara L. Aldridge
Emily Chiang
Dan Gray
Angie Lathrop
Jennifer McGarey
James Ross

For the sake of what?

*Does this move us in the
direction of our mission?*

*Is this the best use of
resources?*

*Is this the direction
we said we want to go?*

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embodies the spirit
of recovery: embracing an
attitude of hope,
self-determination
and partnering with each
individual on their
personal journey toward
achieving self-fulfillment
and realizing their dreams.

We fulfill our mission by
making available to
individuals with mental
illness and co-occurring
disabilities a variety of
non-time-limited housing and
services to enable them to realize
their individual potential.

PATHWAYS LIVING, INC.

**Mary Baldwin, Huntington,
Pioneer, and Sheldon**

Six three-bedroom homes for
nine men and nine women

Board of Directors

**Monday, April 8, 2019
10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209**



- 9:00 Call to Order of Annual Meeting
- 9:01 Approval of Minutes of Meeting October 1, 2018*
- 9:02 CEO's Report – Dr. Sylisa Lambert-Woodard
- 9:05 Treasurer's Report - Brenda Brennan
- 9:06 Chairperson's Report and Comments
- 9:10 Committee Reports
- 9:11 Old Business
- 9:12 New Business
- 9:13 Announcements
- 9:15 Adjournment

* Materials Enclosed in Packet

PATHWAYS LIVING, INC.
(Mary Baldwin, Huntington, Pioneer, and Sheldon)
six three-bedroom homes for nine men and nine women

Minutes of the Meeting of the
Board of Directors
October 1, 2018

The annual meeting of the Board of Directors was held on October 1, 2018. A *quorum* being present, the meeting was called to order at 8:43pm by Chairman, Dan Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Patrick Chaing, Vice-Chair (via phone)
Jon-Michael Rosch, Secretary
Dara L. Aldridge
Emily Chiang
James Ross
Sue Zywokarte

STAFF

Sylisa Lambert-Woodard, President & CEO
Brenda Brennan, CFO
Anna Smith, Director of Development and
Major Gifts
Eleanor Vincent, COO
Lauren Leventhal, Quality Assurance
Manager

The following individuals notified the office or other Board Members that they would not be present for this meeting: Jennifer McGarey, Jennifer Judelsohn, and Angie Lathrop.

MINUTES

Dan Gray called for a motion to approve the minutes from April 9, 2018 as presented. Jonny Rosch made a motion to approve, which was seconded by Dara Aldridge and approved unanimously.

CEO Report – Dr. Sylisa Lambert-Woodard

Sylisa's report was previously distributed to the Board in their packet (enclosed in the Board minutes book).

TREASURER'S REPORT – Brenda Brennan

The Treasurer's Report was distributed prior to the meeting (enclosed in the Board minutes book). There was no additional information.

CHAIRPERSON'S REPORT AND COMMENTS – Dan Gray

Dan did not have any information to report.

COMMITTEE REPORTS

There were no reports

OLD BUSINESS –

There was no old business.

NEW BUSINESS –

Dan read the Officer slate as proposed by the Nominating Committee and finalized by the Board of Pathway Homes, Inc. for the October 2018 – 2019 term:

Patrick Chaing – Chair
Jennifer Judelsohn – Vice-Chair
Jon-Michael Rosch – Treasurer
Sue Zywokarte – Secretary

Jonny Rosch moved that individuals recommended by the Nominating Committee be elected as presented. This was seconded by Dara Aldridge and approved unanimously.

Dan called for a motion to renew the following members for 3-year terms expiring October 2021:

Patrick Chaing
Dan Gray
Jennifer McGarey
James Ross
Sue Zywokarte

Jonny Rosch moved that individuals recommended by the Nominating Committee be elected as presented. This was seconded by Dara Aldridge and approved unanimously.

ANNOUNCEMENTS –

None

ADJOURNMENT

There being no further business, Jonny Rosch made a motion to adjourn the meeting. This was seconded by Jim Ross and unanimously approved by the Board.

The meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Pathway Homes
Statement of Functional Expenses - Unposted Transactions Included In Report
Pathways Living, Inc.
From 7/1/2018 Through 2/28/2019

		<u>Total Budget - Original</u>	<u>Current Period Actual</u>	<u>Prior Year Actual</u>
Revenue				
Rental Income - Tenant Income(HUD Only)	5120	91,104.00	35,807.00	34,885.15
Rental Income - HUD Supplement	5121	54,948.00	58,413.00	53,247.00
Vacancy	5220	0.00	(1,490.00)	(1,932.00)
Miscellaneous Income-HUD	5290	0.00	0.00	100.00
Interest Income-Operations	5410	2.00	1.10	1.21
Interest Income-Reserve/Replacement	5440	19.00	19.33	11.98
Total Revenue		<u>146,073.00</u>	<u>92,750.43</u>	<u>86,313.34</u>
Expenses				
Office Expenses-Phone HUD	6311	8,500.00	5,670.72	5,502.19
Management fees	6320	7,303.00	0.00	0.00
Legal Expense	6340	200.00	316.00	133.00
Audit Expense	6350	7,200.00	600.00	7,075.00
Administrative Expenses	6390	500.00	20.83	179.44
Mortgage Insurance Premium	6436	2,825.00	2,783.24	2,825.00
Electricity	6450	8,500.00	5,563.45	5,551.70
Water	6451	5,000.00	4,275.33	2,847.20
Gas	6452	6,000.00	3,688.90	3,806.15
Contracts - HUD Only	6520	12,000.00	17,735.88	3,819.41
Garbage & Trash Removal	6525	3,000.00	1,511.43	1,417.75
Misc Operating Expenses	6590	8,000.00	3,169.54	2,018.92
Depreciation Expenses	6600	0.00	18,174.14	19,071.40
Amortization Expense	6695	0.00	1,991.20	1,991.20
Property Liability Insurance	6720	12,000.00	7,104.02	6,430.96
Fees, Licenses & Permits	6790	25.00	0.00	0.00
Interest Expense	6820	28,000.00	18,649.44	18,923.67
Total Expenses		<u>109,053.00</u>	<u>91,254.12</u>	<u>81,592.99</u>
Change in Net Assets		<u>37,020.00</u>	<u>1,496.31</u>	<u>4,720.35</u>

Board of Directors

Patrick Chaing, Chairman
Jennifer Judelson, Vice-Chair
Sue Zywokarte, Secretary
Jon-Michael Rosch, Treasurer
Dara L. Aldridge
Emily Chiang
Dan Gray
Angie Lathrop
Jennifer McGarey
James Ross

For the sake of what?

*Does this move us in the
direction of our mission?*

*Is this the best use of
resources?*

*Is this the direction
we said we want to go?*

Our Mission:

Pathway Homes
embodies the spirit
of recovery: embracing an
attitude of hope,
self-determination
and partnering with each
individual on their
personal journey toward
achieving self-fulfillment
and realizing their dreams.

We fulfill our mission by
making available to
individuals with mental
illness and co-occurring
disabilities a variety of
non-time-limited housing and
services to enable them to realize
their individual potential.

PATHWAY OPTIONS, INC.

Blake Lane

One three-bedroom townhome for three men

Board of Directors

Monday, April 8, 2019
10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209



- 9:16 Call to Order of Annual Meeting
- 9:17 Approval of Minutes of Meeting October 1, 2018*
- 9:18 CEO's Report – Dr. Sylisa Lambert-Woodard
- 9:20 Treasurer's Report - Brenda Brennan
- 9:21 Chairperson's Report and Comments
- 9:22 Committee Reports
- 9:23 Old Business
- 9:24 New Business
- 9:25 Announcements.
- 9:30 Adjournment

* Materials Enclosed in Packet

PATHWAYS OPTIONS, INC.

(Blake Lane)

One three-bedroom townhouse for three men

Minutes of the Meeting of the Board of Directors October 1, 2018

The annual meeting of the Board of Directors was held on October 1, 2018. A *quorum* being present, the meeting was called to order at 8:40pm by Chairman, Dan Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Patrick Chaing, Vice-Chair (via phone)
Jon-Michael Rosch, Secretary
Dara L. Aldridge
Emily Chiang
James Ross
Sue Zywokarte

STAFF

Sylisa Lambert-Woodard, President & CEO
Brenda Brennan, CFO
Anna Smith, Director of Development and
Major Gifts
Eleanor Vincent, COO
Lauren Leventhal, Quality Assurance
Manager

The following individuals notified the office or other Board Members that they would not be present for this meeting: Jennifer McGarey, Jennifer Judelsohn, and Angie Lathrop.

MINUTES

Dan Gray called for a motion to approve the minutes from April 9, 2018 as presented. Jim Ross made a motion to approve, which was seconded by Dara Aldridge and approved unanimously.

CEO Report – Dr. Sylisa Lambert-Woodard

Sylisa's report was previously distributed to the Board in their packet (enclosed in the Board minutes book).

TREASURER'S REPORT – Brenda Brennan

The Treasurer's Report was distributed prior to the meeting (enclosed in the Board minutes book). There was no additional information.

CHAIRPERSON'S REPORT AND COMMENTS – Dan Gray

Dan did not have any information to report.

COMMITTEE REPORTS

There were no reports

OLD BUSINESS –

There was no old business.

NEW BUSINESS –

Dan read the Officer slate as proposed by the Nominating Committee and finalized by the Board of Pathway Homes, Inc. for the October 2018 – 2019 term:

Patrick Chaing – Chair
Jennifer Judelsohn – Vice-Chair
Jon-Michael Rosch – Treasurer
Sue Zywokarte – Secretary

Sue Zywokarte moved that individuals recommended by the Nominating Committee be elected as presented. This was seconded by Dara Aldridge and approved unanimously.

Dan called for a motion to renew the following members for 3-year terms expiring October 2021:

Patrick Chaing
Dan Gray
Jennifer McGarey
James Ross
Sue Zywokarte

Jonny Rosch moved that individuals recommended by the Nominating Committee be elected as presented. This was seconded by Sue Zywokarte and approved unanimously.

ANNOUNCEMENTS –

None

ADJOURNMENT

There being no further business, Sue Zywokarte made a motion to adjourn the meeting. This was seconded by Jim Ross and unanimously approved by the Board.

The meeting was adjourned at 8:41 p.m.

Respectfully submitted,

Pathway Homes
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
50 - Pathway Options, Inc.
From 7/1/2018 Through 2/28/2019

		Total Budget - Original	Current Period Actual	Prior Year Actual
Revenue				
Rental Income - Tenant Income(HUD Only)	5120	3,372.00	4,086.00	391.00
Rental Income - HUD Supplement	5121	7,950.00	3,456.00	1,740.00
Interest Income-Residual Receipts	5430	6.00	4.05	3.58
Interest Income-Reserve/Replacement	5440	3.00	2.03	1.90
Total Revenue		<u>11,331.00</u>	<u>7,548.08</u>	<u>2,136.48</u>
Expenditures				
Management fees	6320	555.00	0.00	0.00
Administrative Expenses	6390	600.00	190.00	401.03
Electricity	6450	2,500.00	1,490.95	1,654.89
Water	6451	1,500.00	739.89	1,146.48
Contracts - HUD Only	6520	1,765.00	1,370.68	633.64
Garbage & Trash Removal	6525	0.00	30.00	0.00
Misc Operating Expenses	6590	2,000.00	1,190.45	852.55
Depreciation Expenses	6600	0.00	2,898.08	2,898.08
Property Liability Insurance	6720	2,000.00	1,180.89	1,274.48
Fees, Licenses & Permits	6790	25.00	0.00	0.00
Total Expenditures		<u>10,945.00</u>	<u>9,090.94</u>	<u>8,861.15</u>
Change in Net Assets		<u>386.00</u>	<u>(1,542.86)</u>	<u>(6,724.67)</u>

Board of Directors

Patrick Chaing, Chairman
Jennifer Judelsohn, Vice-Chair
Sue Zywokarte, Secretary
Jon-Michael Rosch, Treasurer
Dara L. Aldridge
Emily Chiang
Dan Gray
Angie Lathrop
Jennifer McGarey
James Ross

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We fulfill our mission by
making available to
individuals with mental
illness and co-occurring
disabilities a variety of
non-time-limited housing and
services to enable them to realize
their individual potential.

PATHWAY VISIONS, INC.

**Arlington Blvd, Colts Neck,
Locust and Mosby Woods**

Four two-bedroom condominiums
for four men and four women

Board of Directors

**Monday, April 8, 2019
10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209**



- 9:31 Call to Order of Annual Meeting
- 9:32 Approval of Minutes of Meeting October 1, 2018*
- 9:33 CEO's Report – Dr. Sylisa Lambert-Woodard
- 9:35 Treasurer's Report - Brenda Brennan
- 9:36 Chairperson's Report and Comments
- 9:37 Committee Reports
- 9:38 Old Business
- 9:39 New Business
- 9:40 Announcements.
- 9:45 Adjournment

* Materials Enclosed in Packet

PATHWAYS VISIONS, INC.
(Arlington Blvd., Colts Neck, Locust & Mosby Woods)
Four two-bedroom condominiums for four men and four women

Minutes of the Meeting of the
Board of Directors
October 1, 2018

The annual meeting of the Board of Directors was held on October 1, 2018. A *quorum* being present, the meeting was called to order at 8:42pm by Chairman, Dan Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Patrick Chaing, Vice-Chair (via phone)
Jon-Michael Rosch, Secretary
Dara L. Aldridge
Emily Chiang
James Ross
Sue Zywokarte

STAFF

Sylisa Lambert-Woodard, President & CEO
Brenda Brennan, CFO
Anna Smith, Director of Development and
Major Gifts
Eleanor Vincent, COO
Lauren Leventhal, Quality Assurance
Manager

The following individuals notified the office or other Board Members that they would not be present for this meeting: Jennifer McGarey, Jennifer Judelsohn, and Angie Lathrop.

MINUTES

Dan Gray called for a motion to approve the minutes from April 9, 2018 as presented. Jim Ross made a motion to approve, which was seconded by Jonny Rosch and approved unanimously.

CEO Report – Dr. Sylisa Lambert-Woodard

Sylisa's report was previously distributed to the Board in their packet (enclosed in the Board minutes book).

TREASURER'S REPORT – Brenda Brennan

The Treasurer's Report was distributed prior to the meeting (enclosed in the Board minutes book). There was no additional information.

CHAIRPERSON'S REPORT AND COMMENTS – Dan Gray

Dan did not have any information to report.

COMMITTEE REPORTS

There were no reports

OLD BUSINESS –

There was no old business.

NEW BUSINESS –

Dan read the Officer slate as proposed by the Nominating Committee and finalized by the Board of Pathway Homes, Inc. for the October 2018 – 2019 term:

Patrick Chaing – Chair
Jennifer Judelsohn – Vice-Chair
Jon-Michael Rosch – Treasurer
Sue Zywokarte – Secretary

Jonny Rosch moved that individuals recommended by the Nominating Committee be elected as presented. This was seconded by Dara Aldridge and approved unanimously.

Dan called for a motion to renew the following members for 3-year terms expiring October 2021:

Patrick Chaing
Dan Gray
Jennifer McGarey
James Ross
Sue Zywokarte

Jonny Rosch moved that individuals recommended by the Nominating Committee be elected as presented. This was seconded by Jim Ross and approved unanimously.

ANNOUNCEMENTS –

None

ADJOURNMENT

There being no further business, Sue Zywokarte made a motion to adjourn the meeting. This was seconded by Dara Aldridge and unanimously approved by the Board.

The meeting was adjourned at 8:43 p.m.

Respectfully submitted,

Pathway Homes
Statement of Functional Expenses - Unposted Transactions Included In Report
Pathway Visions, Inc.
From 7/1/2018 Through 2/28/2019

		Total Budget - Original	Current Period Actual	Prior Year Actual
Revenue				
Rental Income - Tenant Income(HUD Only)	5120	25,464.00	15,833.00	11,648.00
Rental Income - HUD Supplement	5121	21,048.00	14,679.00	5,363.00
Excess Rent	5191	0.00	656.00	776.00
Vacancy	5220	0.00	(4,678.00)	0.00
Interest Income-Operations	5410	2.00	0.72	1.42
Interest Income-Residual Receipts	5430	120.00	82.42	75.39
Interest Income-Reserve/Replacement	5440	470.00	310.68	305.77
Total Revenue		<u>47,104.00</u>	<u>26,883.82</u>	<u>18,169.58</u>
Expenses				
Management fees	6320	2,326.00	0.00	0.00
Legal Expense	6340	0.00	178.00	0.00
Audit Expense	6350	7,625.00	0.00	7,625.00
Administrative Expenses	6390	200.00	100.00	30.00
Electricity	6450	3,500.00	1,704.64	2,372.46
Contracts - HUD Only	6520	4,000.00	3,005.08	1,133.19
Misc Operating Expenses	6590	22,000.00	14,175.69	13,019.04
Depreciation Expenses	6600	0.00	6,308.40	7,911.04
Property Liability Insurance	6720	5,500.00	2,414.80	3,400.32
Fees, Licenses & Permits	6790	25.00	0.00	0.00
Total Expenses		<u>45,176.00</u>	<u>27,886.61</u>	<u>35,491.05</u>
Change in Net Assets		<u>1,928.00</u>	<u>(1,002.79)</u>	<u>(17,321.47)</u>

Board of Directors

Jennifer Judelsohn, Chair
Dan Gray, Vice-Chair &
Secretary/Treasurer
Sue Zywokarte

For the sake of what?

*Does this move us in the
direction of our mission?*

*Is this the best use of
resources?*

*Is this the direction
we said we want to go?*

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personal journey toward
achieving self-fulfillment
and realizing their dreams.

We fulfill our mission by
making available to
individuals with mental
illness and co-occurring
disabilities a variety of
non-time-limited housing and
services to enable them to realize
their individual potential.

PATHWAY RECOVERY, INC.

Community Housing and Development Organization
(CHDO)

Board of Directors

Monday, April 8, 2019
10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209



- 9:46 Call to Order of Annual Meeting
- 9:47 Approval of Minutes of Meeting October 1, 2018*
- 9:48 CEO's Report – Dr. Sylisa Lambert-Woodard
- 9:50 Treasurer's Report - Brenda Brennan
- 9:51 Chairperson's Report and Comments
- 9:52 Committee Reports
- 9:53 Old Business
- 9:54 New Business
- 9:55 Announcements.
- 10:00 Adjournment

**Closed Session

* Materials Enclosed in Packet

PATHWAY RECOVERY, INC.

Minutes of the Meeting of the Board of Directors October 1, 2018

The annual meeting of the Board of Directors was held on October 1, 2018. A *quorum* being present, the meeting was called to order at 8:43pm by Chairman, Dan Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Sue Zywokarte

STAFF

Sylisa Lambert-Woodard, President & CEO
Brenda Brennan, CFO
Anna Smith, Director of Development and
Major Gifts
Eleanor Vincent, COO
Lauren Leventhal, Technology & Quality
Assurance Manager

The following individuals notified the office or other Board Members that they would not be present for this meeting: Jennifer Judelson.

MINUTES

Dan Gray called for a motion to approve the minutes from April 9, 2018 as presented. Sue Zywokarte made a motion to approve, which was seconded by Dan Gray and approved unanimously.

CEO Report – Dr. Sylisa Lambert-Woodard

Sylisa's report was previously distributed to the Board in their packet (enclosed in the Board minutes book).

TREASURER'S REPORT – Brenda Brennan

The Treasurer's Report was distributed prior to the meeting (enclosed in the Board minutes book). There was no additional information.

CHAIRPERSON'S REPORT AND COMMENTS – Dan Gray

Dan did not have any information to report.

COMMITTEE REPORTS

There were no reports

OLD BUSINESS –

There was no old business.

NEW BUSINESS –

Dan read the Officer slate as proposed by the Nominating Committee and finalized by the Board of Pathway Homes, Inc. for the October 2018 – 2019 term:

Jennifer Judelson, Chair
Dan Gray, Vice-Chair & Secretary/Treasurer

Dan called for a motion to renew the following members for 3-year terms expiring October 2021:

Dan Gray
Sue Zywokarte

Sue Zywokarte moved that individuals recommended by the Nominating Committee be elected as presented. This was seconded by Dan Gray and approved unanimously.

ANNOUNCEMENTS –

None

ADJOURNMENT

There being no further business, Sue Zywokarte made a motion to adjourn the meeting. This was seconded by Dan Gray and unanimously approved by the Board.

The meeting was adjourned at 8:46 p.m.

Respectfully submitted,