

Board of Directors

Dan Gray, Chairman
Patrick Chaing, Vice-Chair
Jon-Michael Rosch, Secretary
Tom Rowe, Treasurer
Dara L. Aldridge
Maiko Ashby
Emily Chiang
Jennifer Judelsohn
Angie Lathrop
Jennifer McGarey
James Ross
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?*

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, October 2, 2017
10:00 A.M.
10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209



- 10:00 Call to Order of Annual Meeting
- 1005 Presentation – Sylisa Lambert-Woodard, President & CEO
State of the Agency
- 10:30 Approval of Minutes of Meetings July 10, 2017* and
September 11, 2017*
- 10:35 CEO's Report – Dr. Sylisa Lambert-Woodard
- 10:40 Treasurer's Report - Brenda Brennan
- 10:45 Chairperson's Report and Comments
- 10:50 Committee Reports
 - 1. Philanthropy Committee—Jennifer Judelsohn
 - 2. Board Development—Patrick Chaing
 - 3. Advocacy Committee—Angie Lathrop
- 10:55 Old Business
- 10:56 New Business
 - 1. Board Nominations and Elections
- 10:59 Announcements.
 - 1. Help the Homeless Walk: Saturday, October 21, 2017
 - 2. Resident Holiday Party: December 7, 2017
 - 3. Staff Holiday Party: December 8, 2017
- 11:00 Adjournment

Closed session to follow Pathway Recovery, Inc.

* Materials Enclosed in Packet

ADDENDUM TO BOARD AGENDA

October 2, 2017

Pathway Homes has been moving in a pivotal direction these past few months. This has included active engagement with current and new stakeholders, pursuit of new grant opportunities consistent with our strategic plan, and a continued focus on leading the region and state, in the provision of permanent supportive housing. These organizational pursuits continue to result in new opportunities pertinent to the development and growth of our agency. Throughout all this, we remain cohesive and resolved to implement necessary changes to ensure the agency is solvent, viable, and competitive. We also continue to assess risks and define advocacy strategies for the future. Pathways remains strategically aligned to aggressively compete for new grants, enhance existing and create new partnerships, increase fundraising efforts, and leverage our existing assets and intellectual properties to develop new housing and expand our service lines.

This fiscal year, we will begin our board retreat after our scheduled board meeting. 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, Board Development report- Patrick Chaing, and Advocacy Report- Angie Lathrop are provided as attachments. Please review these reports before the meeting; any questions or clarifications will be addressed during the meeting.
- **New grant submission-** Pathway Homes submitted its first grant to the Loudoun County. The intent of this Request for Proposal (RFP) is for the county to obtain firm fixed price proposals from a pool of service providers who will provide Mental Health Skill Building Services (MHSS) to individuals served by the Department of Mental Health Substance Abuse and Developmental Services. The county reserves the right to award to multiple offerors, depending on the number and quality of responses received. Anticipated award will be made by November 2017.
- **New grant submission-** Pathway Homes' Board of Directors endorsed submission of the FY 2019 Community Development Block Grant (CDBG) application for *Pathway Homes Prince William Recovery* in the amount of \$225,000. This RFP is scheduled for submission by 10/6/17. This project would fund two (2) 1-bedroom units or one townhome. Anticipated award announcement is anticipated by December 2017.
- **New grant submission-** Pathway Homes' Board of Directors endorsed submission of the FY 2019 Community Development Block Grant (CDBG) application for *Pathway Homes Care Coordination* in the amount of \$40,000. This project is targeted to provide needed case management services to those with serious mental illness who

are underserved and/or unstably housed. Anticipated award announcement is by December 2017.

- **New project formally awarded**- Pathway Homes formally received \$500,000 from VA Department of Housing and Community Development (VADHCD) to purchase 4, 1-bedroom condos at (1%) interest for our new 2017 Pathway Homes Permanent Supportive Housing First Program. This project will provide permanent, non-time limited housing and supportive service for 4 chronically homeless and/or formerly homeless adults with serious mental illnesses and/or substance abuse issues. Two (2) units are currently under contract.
- **New project formally awarded**-The VA Department of Behavioral Health and Developmental Services (DBHDS) submitted a request for carry over from FY15-16 funds from the Substance Abuse and Mental Health Services Administration (SAMHSA's) Cooperative Agreements to Benefit Homeless Individual (CABHI) programs that help people with behavioral health issues obtain housing and supportive services. CABHI funds can be used for a broad range of positions and purposes. Pathway Homes was awarded \$101,422 through 2/28/18 to provide housing and services to 15 new consumers through this grant. New positions are being hired for this project, which is anticipated to begin 10/15/17.
- Due to the loss of Pathways' sole source contract with Fairfax County, individuals served have been successfully transferred from Calamo & Terry. As a result, our Terry street property is in the process of being reconditioned to support 5 new residents in our previously mentioned CABHI contract; and our Calamo property is being renovated for sale.
- On 9/20/17 Pathways was **verbally** notified that the County is committed to continue its support in FY19 in the amount of **\$267,169** for the following CoC projects:
 - a. DHCD/Pathway Homes, Shelter Plus Care #1
 - b. DHCD/Pathway Homes, Shelter Plus Care #9
 - c. DCHD/Pathway Homes, Shelter Plus Care #10

These dollars were previously requested to support the administrative costs necessary to ensure continued management of this grants.

- **Successfully completed**- Pathway Homes responded to a RFP from Fairfax Department of Housing and Community Development (DHCD) in the amount of **\$1,766,765** to purchase eleven (11) one-bedroom condos within Fairfax County, primarily in the areas of Annandale/Falls Church and Alexandria. This project will serve 11 precariously housed individuals with mental illnesses and/or co-occurring disabilities who have incomes at or below 30 percent adjusted monthly income (AMI). All eleven (11) properties have been purchased!

- **Expansion**- Pathways Homes' *first* regional Department of Behavioral Health and Developmental Services (DBHDS) award to serve 35 individuals over two years in Fairfax County, Prince William, and Alexandria City is half way through its second year of operation! The contract award for \$1,407,576 (2-year period), resulted in an award of: 18 beds- Fairfax, 10 beds- Prince William, and 10 beds- Alexandria (2 by expansion), bringing the total served in the second year to 37. Due to the success of this project DBHDS increased our budget 25% (an additional \$177,000) to serve 10 additional individuals in Prince William County. The total number of DBHDS-funded beds in our housing inventory will be 47 beds in the Northern Virginia region by 12/31/17.
- **Renewal**- Pathway Homes was the recipient of twelve (12) HUD Homeless Assistance renewal grant awards totaling **\$5,181,468**. 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 our Fairfax-Falls Church Continuum of Care (CoC) receives is \$8,291,071.
- **New grant**- The Continuum of Care Committee has selected Pathway Homes' permanent supportive housing proposal as the community's new bonus project in the amount of \$248,731. This project, once approved by HUD, will serve 11 new chronically homeless individuals. Pathways was also selected to receive reallocated funding to expand 1991 Pathways SHP by 4 individuals. The amount of the expansion will be \$50,008.

PATHWAY HOMES, INC.
Minutes of the Quarterly Meeting of the
Board of Directors
July 10, 2017

The quarterly meeting of the Board of Directors was held on July 10, 2017. A quorum being present, the meeting was called to order at 8:02 p.m. by Chair, Daniel Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Patrick Chaing, Vice Chair
Tom Rowe, Treasurer
Jon-Michael Rosch, Secretary
Emily Chiang
Jennifer Judelsohn
Jennifer McGarey
James Ross
Sue Zywokarte

STAFF

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

The following individuals notified the office or other Board Members that they would not be present for this meeting: Dara Aldridge, Maiko Ashby, Angie Lathrop, and Douglas Robinson

MINUTES

Dan Gray called for a motion to approve the minutes from April 10, 2017 as presented. Tom made a motion to approve, which was seconded by Jim Ross 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 had no further updates.

TREASURER'S REPORT – Brenda Brennan

The Treasurer's Report was distributed prior to the meeting (enclosed in the Board minutes book), and there were no further updates.

Jim Ross asked if the D&O insurance policy renewal was the same as last year. Brenda confirmed it is very similar to the document the Board received last year.

CHAIRPERSON'S REPORT AND COMMENTS – Dan Gray

Dan reported that he participated in a conference call with Sylisa and Compass, which matches nonprofits with Ivy-league graduates who provide pro bono strategic support. Pathways will not move forward at this time with a project due to timing. Dan congratulated everyone on the Steps to Pathways Breakfast which was held in May. It was a very successful event and should be celebrated. Emily Chiang commented that her neighbor attended and has insisted on being invited again next year.

PHILANTHROPY COMMITTEE REPORT – Jennifer Judelsohn

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

- We are ahead of schedule for fundraising.
- The next event is the Help the Homeless Walk on October 21st at Fairfax City Hall. Jennifer encouraged everyone on the Board to set up a team page when the time comes to begin registering and collecting donations. The Board aggregate gift goal is \$20,000 this year. Anna will have prepared literature to help the Board in explaining the walk as well as setting up their team pages and communicating to the community. Anna has already secured \$16,000 in sponsorships; the goal is \$75,000.
- Dan asked if there was a Summer of the Arts Reception. There is no longer a formal reception, but on July 23rd at 10am Mitch Kato and Anna will have 5 minutes to present to the church about the exhibit.

BOARD DEVELOPMENT – Patrick Chaing

The Board Development Committee meeting timeslot was used to update the Board on agency contract changes. However, Dan announced that immediately prior to the meeting, Douglas Robinson had sent an email providing notice that he would be stepping down from the Board and will call Dan and Sylisa in the near future. The Board Development Committee will begin the process of recruiting and interviewing for a replacement.

ADVOCACY – Sue Zywokarte

The written Advocacy Committee Report is enclosed in the Board minutes book. Sue also announced that she will be meeting with the Consumer Advisory Committee on Wednesday the 12th to have a discussion about the Consumer voice. They will make a presentation at the July 26th CSB Combined Directors meeting. Their presentation will focus on the Consumer voice, lack of notice and input into the contract changes that were just announced as well as the impact this has on individuals served. Board member attendance would be welcome at the meeting; Eleanor Vincent will distribute an email with the date and time. Dan also asked that the email contain the talking points that the Advocacy Committee and the Consumer Advisory Committee will be using.

OLD BUSINESS –

None

NEW BUSINESS –

There were seven (7) policy changes brought to the Board for review. The Personnel Practices Committee met prior to the Board meeting, and except for the Information Technology Systems policy, the others will all go forward for approval. After formatting changes are made, the IT Systems policy will be emailed to the Board for an electronic vote.

Eleanor Vincent provided an overview of the policies as well as a summary of the Personnel Practices Committee's recommendations. The Personnel Practices Committee recommends that the Telework policy be amended in order to avoid ambiguity about travel compensation. The following sentence will be added to the Time and Attendance Record Keeping Section, number 2: "Employees teleworking for less than a full day will not be compensated for travel between home and work sites if they go to the work site during the telework day."

Dan called for a motion to approve the Alcohol and Other Drug Awareness Program, Code of Ethics and Conflict of Interest, Employee Recognition, Licensure Supervision, and the Telework Policies – in addition to the Telework agreement – to be approved with changes as recommended by the Personnel Practices Committee. Sue made the motion; it was seconded by Jim Ross and approved unanimously.

Dan made a motion for "a formal vote of confidence in Pathways CEO, Sylisa Lambert-Woodard and the rest of Pathways' Leadership in order to show the Board's full support and agreement with all of the decisions made in the best interest of the agency and the individuals served as a result of the recent contract changes. The Board appreciates the tremendous personal sacrifices made to set an example for the agency to continue to our tradition of excellence." This was seconded by Tom Rowe and approved unanimously.

ANNOUNCEMENTS –

Dan asked for Board members to read and sign the Code of Ethics and Conflict of Interest Acknowledgement form which was provided at the meeting.

The Board retreat is generally near the October Annual Board meeting, and discussion was had about if and when the retreat would be held this year. The Board agreed that the Annual Board meeting would be moved to the second Monday in October, and additional information would be sent out about how the retreat would be scheduled in connection with that meeting. The Board is encouraged to suggest locations other than the Pathways administrative office for the retreat.

ADJOURNMENT

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

by Jennifer Judelsohn and unanimously approved by the Board.

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

Respectfully submitted,

DRAFT

PATHWAY HOMES, INC.

Minutes of the Special Meeting of the Board of Directors September 11, 2017

A special meeting of the Board of Directors was held on Monday, September 11, 2017. Dan Gray called the meeting to order at 2:08 p.m. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Jennifer Judelsohn
Susan Zywokarte

STAFF

Sylisa Lambert-Woodard, President & CEO
Brenda F. Brennan, CFO
Eleanor Vincent, COO
Lauren P. Leventhal, QA Manager

In attendance via phone: Dara L. Aldridge, Maiko Ashby, Emily Chiang, and James Ross

INTRODUCTION

Sylisa presented a synopsis of the goal of the meeting today. Board had been provided in advance the two resolutions required for submission of the Community Block Development Grant (CDBG) proposals for Prince William County. Similar resolutions have been passed by the Board in the past.

MOTION

Dan Gray called for a motion to approve the following resolution: "WHEREAS, the Board of Directors of the Corporation deems it advisable and in the best interests of the Corporation to endorse the FY 2019 Community Development Block Grant (CDBG) application for Pathway Homes Prince William Recovery in the amount of \$225,000.

NOW THEREFORE, BE IT RESOLVED that it is understood that the total amount of assistance provided, plus a share of the market appreciation of the Property, will be secured through a Deed of Trust on the property for 30 years. The trust will become payable if the property ceases to be utilized for the intended purpose of purchase, or is sold, or the primary loan is refinanced for the purpose of removing equity from the property, or the borrower fails or neglects to pay the taxes, assessments, or premiums for hazard, flood (if required) or mortgage insurance, or terms of the deed of trust are violated whichever occurs first. After 30 years the loan is forgiven.

FURTHER, the share of market appreciation is the amount of funds the borrower must pay the County, in addition to the principal balance of the Loan, due to increased market value of the property at the time of resale, or repayment of the Loan prior to the end of the affordability period. Market value will be the greater of the contract sales price, or the value as determined by a licensed appraiser at the expense of the borrower which is acceptable to the County. The

County's share of the market appreciation of the property will be calculated prior to deductions for real estate fees/commissions, settlement fees, judgments, liens or considerations for home improvements made by the Borrower and will equal the product of the market value at the time of sale or refinance, minus the original total acquisition cost multiplied by a fraction, the numerator of which is the principal sum of the Loan and the denominator is the property's original total acquisition cost.

Example:	Market Value at time of sale:	\$300,000
	Original Total Acquisition cost:	-\$200,000
	Amount of Market Appreciation	\$100,000
	Principal Sum of Loan	\$ 75,000
	Fraction:	$\$75,000/\$200,000 = .38$
	County Share of Market Appreciation:	$\$100,000 \times .38 = \$38,000$
	Borrower Share of Market Appreciation:	$\$100,000 \times .62 = \$62,000$

In the event of foreclosure by the First Lender, the County, at its sole discretion, may release the Borrower from their obligation to repay the entire principal and a share of the total market appreciation, or a portion thereof. These stipulations are set forth in the Deed of Trust, and Note.

Subordination of Loan – All Loans will not be subordinated at any time during the deferral or repayment period to a home equity loan, reverse mortgage or any other form of refinance of the first trust that result in removal of equity from the property for any reason (i.e. cash, loan consolidation, debt repayment, home improvements, education expenses, etc.)."

James Ross made a motion to approve, which was seconded by Sue Zywokarte and approved unanimously.

MOTION

Dan Gray called for a motion to approve the following resolution: "RESOLVED that the Board of Directors of the Corporation deems it advisable and in the best interests of the Corporation to endorse the FY 2019 Community Development Block Grant (CDBG) application for Pathway Homes Care Coordination in the amount of \$40,000.

FURTHER, that the Board of Directors of the Corporation authorizes the matching funds for this request in the amount of \$40,000.

FURTHER, it is understood that the dollar amount of assistance will be fully forgiven for public services activities if the project has completed its specified purpose."

Jim Ross made a motion to approve, which was seconded by Emily Chiang and approved unanimously.

ANNOUNCEMENT

Sylisa asked that the Board sign the required "Board Member Declaration of Economic Interest" form. Jim Ross requested that the minutes reflect that for the purposes of signing this document, "the project site" is considered Woodbridge, Virginia.

ADJOURNMENT

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

The meeting was adjourned at 2:16 p.m.

Respectfully submitted,

**Pathway Homes
Balance Sheet**

As of 6/30/2017

	<u>Pathway Operating Fund</u>	<u>McKinney</u>	<u>TOTAL - PATHWAY OPERATIONS</u>	<u>Capital Expenditures</u>	<u>Pathway Homes of Florida, Inc.</u>	<u>Total</u>
Assets						
Current Assets						
Cash and Cash Equivalents	1,034,911.02	236,503.24	1,271,414.26	64,306.77	73,659.02	1,409,380.05
Investments	78,253.13	0.00	78,253.13	0.00	0.00	78,253.13
Accounts Receivable	5,026.17	2,966.00	7,992.17	126,317.83	0.00	134,310.00
Program Fees Receivable	344,006.41	105,272.00	449,278.41	0.00	179,166.44	628,444.85
Prepaid Expenses	28,496.82	0.00	28,496.82	4,023.34	0.00	32,520.16
Security Deposits	48,360.54	0.00	48,360.54	0.00	0.00	48,360.54
Advances-Intercompany	127,152.42	0.00	127,152.42	0.00	0.00	127,152.42
Accounts Payable and Accrued Expenses	(1,438.67)	0.00	(1,438.67)	0.00	0.00	(1,438.67)
Total Current Assets	<u>1,664,767.84</u>	<u>344,741.24</u>	<u>2,009,509.08</u>	<u>194,647.94</u>	<u>252,825.46</u>	<u>2,456,982.48</u>
Property and Equipment						
Fixed Assets	12,456,081.73	1,423,209.96	13,879,291.69	0.00	30,604.40	13,909,896.09
Accumulated Depreciation	(1,304,028.35)	(638,204.66)	(1,942,233.01)	0.00	(364.34)	(1,942,597.35)
Intangible assets-software	0.00	0.00	0.00	0.00	0.00	0.00
Total Property and Equipment	<u>11,152,053.38</u>	<u>785,005.30</u>	<u>11,937,058.68</u>	<u>0.00</u>	<u>30,240.06</u>	<u>11,967,298.74</u>
Due From Other Funds						
Advances-Intercompany	312,420.48	1,000.00	313,420.48	96,076.35	0.00	409,496.83
Total Due From Other Funds	<u>312,420.48</u>	<u>1,000.00</u>	<u>313,420.48</u>	<u>96,076.35</u>	<u>0.00</u>	<u>409,496.83</u>
Funded Reserve Accounts						
Reserve for Replacement	48,327.70	52,622.15	100,949.85	0.00	0.00	100,949.85
Total Funded Reserve Accounts	<u>48,327.70</u>	<u>52,622.15</u>	<u>100,949.85</u>	<u>0.00</u>	<u>0.00</u>	<u>100,949.85</u>
Total Assets	<u>13,177,569.40</u>	<u>1,183,368.69</u>	<u>14,360,938.09</u>	<u>290,724.29</u>	<u>283,065.52</u>	<u>14,934,727.90</u>
Liability and Net Assets						
Current Liabilities						
Accounts Payable and Accrued Expenses	541,891.16	15,536.14	557,427.30	313.56	0.00	557,740.86
Deferred Revenue	703,798.69	138,937.96	842,736.65	0.00	50,000.00	892,736.65
Liability for Escrow Funds	78,912.87	0.00	78,912.87	0.00	0.00	78,912.87
Due To (From) other Funds	94,155.43	88,509.31	182,664.74	300.00	197,131.71	380,096.45
Total Current Liabilities	<u>1,418,758.15</u>	<u>242,983.41</u>	<u>1,661,741.56</u>	<u>613.56</u>	<u>247,131.71</u>	<u>1,909,486.83</u>
Long Term Liabilities						
Deferred Revenue	21,301.30	0.00	21,301.30	0.00	0.00	21,301.30
Line of Credit	0.00	0.00	0.00	0.00	0.00	0.00
Mortgage Payable	2,184,339.66	106,922.86	2,291,262.52	0.00	0.00	2,291,262.52
Lease Payable	17,821.00	0.00	17,821.00	0.00	0.00	17,821.00
Total Long Term Liabilities	<u>2,223,461.96</u>	<u>106,922.86</u>	<u>2,330,384.82</u>	<u>0.00</u>	<u>0.00</u>	<u>2,330,384.82</u>

Pathway Homes Balance Sheet

As of 6/30/2017

	Pathway Operating Fund	McKinney	TOTAL - PATHWAY OPERATIONS	Capital Expenditures	Pathway Homes of Florida, Inc.	Total
Net Assets						
Beginning Net Assets	8,211,538.11	680,106.84	8,891,644.95	144,896.59	0.01	9,036,541.55
Change in Net Assets	<u>1,323,811.18</u>	<u>153,355.58</u>	<u>1,477,166.76</u>	<u>145,214.14</u>	<u>35,933.80</u>	<u>1,658,314.70</u>
Total Net Assets	<u>9,535,349.29</u>	<u>833,462.42</u>	<u>10,368,811.71</u>	<u>290,110.73</u>	<u>35,933.81</u>	<u>10,694,856.25</u>
Total Liability and Net Assets	<u><u>13,177,569.40</u></u>	<u><u>1,183,368.69</u></u>	<u><u>14,360,938.09</u></u>	<u><u>290,724.29</u></u>	<u><u>283,065.52</u></u>	<u><u>14,934,727.90</u></u>

Pathway Homes
Statement of Revenues and Expenditures - PATHWAY HOMES FUND GROUP- F10,20,30,35
From 7/1/2016 Through 6/30/2017

	<u>Pathway Operating Fund</u>	<u>McKinney</u>	<u>TOTAL - PATHWAY OPERATIONS</u>	<u>Capital Expenditures</u>	<u>Pathway Homes of Florida, Inc.</u>	<u>Total</u>
Operating Revenue						
Grant Revenue	2,857,283.30	0.00	2,857,283.30	0.00	0.00	2,857,283.30
Total Grant Revenue	2,857,283.30	0.00	2,857,283.30	0.00	0.00	2,857,283.30
Contributions	1,135.00	0.00	1,135.00	233,997.46	0.00	235,132.46
Total Contributions	1,135.00	0.00	1,135.00	233,997.46	0.00	235,132.46
Program Revenue						
Contract Funds	5,335,351.62	74,303.04	5,409,654.66	0.00	560,700.61	5,970,355.27
Admin Fee	276,861.59	0.00	276,861.59	0.00	0.00	276,861.59
HUD Housing Funds	0.00	2,439,073.00	2,439,073.00	0.00	0.00	2,439,073.00
Social Security Revenue - ACR/PW-ALF	411,061.38	0.00	411,061.38	0.00	0.00	411,061.38
Auxiliary Grant Revenue - ACR/PW-ALF	236,046.25	0.00	236,046.25	0.00	0.00	236,046.25
Client Fees	905,737.98	52,841.50	958,579.48	0.00	0.00	958,579.48
Rental Income	232,183.64	0.00	232,183.64	0.00	2,800.00	234,983.64
Medicaid Fees	350,532.00	0.00	350,532.00	0.00	0.00	350,532.00
Rental Income - Tenant Income(HUD Only)	0.00	0.00	0.00	0.00	0.00	0.00
Rental Income - HUD Supplement	182,845.00	0.00	182,845.00	0.00	0.00	182,845.00
Total Program Revenue	7,930,619.46	2,566,217.54	10,496,837.00	0.00	563,500.61	11,060,337.61
Investment Income	3,913.23	274.06	4,187.29	9.14	0.00	4,196.43
Total Investment Income	3,913.23	274.06	4,187.29	9.14	0.00	4,196.43
Other Income	225,888.90	0.00	225,888.90	9,005.65	0.00	234,894.55
Total Other Income	225,888.90	0.00	225,888.90	9,005.65	0.00	234,894.55
Total Operating Revenue	11,018,839.89	2,566,491.60	13,585,331.49	243,012.25	563,500.61	14,391,844.35
Total Revenue	11,018,839.89	2,566,491.60	13,585,331.49	243,012.25	563,500.61	14,391,844.35
Expenditures						
Personnel Expenses						
Administrative Overhead	0.00	0.00	0.00	0.00	45,921.00	45,921.00
Other	5,496,713.71	508,626.47	6,005,340.18	0.00	296,254.30	6,301,594.48
Total Personnel Expenses	5,496,713.71	508,626.47	6,005,340.18	0.00	342,175.30	6,347,515.48
Program Expenses						
Oversight	0.00	0.00	0.00	0.00	1,779.71	1,779.71

Pathway Homes
Statement of Revenues and Expenditures - PATHWAY HOMES FUND GROUP- F10,20,30,35

From 7/1/2016 Through 6/30/2017

	Pathway Operating Fund	McKinney	TOTAL - PATHWAY OPERATIONS	Capital Expenditures	Pathway Homes of Florida, Inc.	Total
Client emergency, supplies, transportation	0.00	0.00	0.00	0.00	43,724.12	43,724.12
Total Program Expenses	0.00	0.00	0.00	0.00	45,503.83	45,503.83
Professional Fees	142,991.21	0.00	142,991.21	3,015.65	0.00	146,006.86
Total Professional Fees	142,991.21	0.00	142,991.21	3,015.65	0.00	146,006.86
Interest Expense	89,419.97	9,570.30	98,990.27	0.00	0.00	98,990.27
Total Interest Expense	89,419.97	9,570.30	98,990.27	0.00	0.00	98,990.27
Supplies	105,939.30	1,266.46	107,205.76	0.00	3,810.05	111,015.81
Total Supplies	105,939.30	1,266.46	107,205.76	0.00	3,810.05	111,015.81
Telephone	73,650.35	13,666.69	87,317.04	0.00	6,046.96	93,364.00
Total Telephone	73,650.35	13,666.69	87,317.04	0.00	6,046.96	93,364.00
Postage & Shipping	5,309.20	0.00	5,309.20	0.00	0.00	5,309.20
Total Postage & Shipping	5,309.20	0.00	5,309.20	0.00	0.00	5,309.20
Occupancy	11,225.00	0.00	11,225.00	0.00	0.00	11,225.00
Security Deposits	8,747.29	709.03	9,456.32	0.00	0.00	9,456.32
Moving Fees	0.00	0.00	0.00	0.00	0.00	0.00
Capitalized Expenses	2,837,268.64	1,540,470.01	4,377,738.65	0.00	56,501.67	4,434,240.32
Other	2,857,240.93	1,541,179.04	4,398,419.97	0.00	56,501.67	4,454,921.64
Total Occupancy	2,857,240.93	1,541,179.04	4,398,419.97	0.00	56,501.67	4,454,921.64
Maintenance & Repairs	172,109.40	218,055.91	390,165.31	0.00	21,785.86	411,951.17
Total Maintenance & Repairs	172,109.40	218,055.91	390,165.31	0.00	21,785.86	411,951.17
Conferences, Conventions & Meetings	67,292.54	1,028.43	68,320.97	12,654.04	17,727.47	98,702.48
Total Conferences, Conventions & Meetings	67,292.54	1,028.43	68,320.97	12,654.04	17,727.47	98,702.48
Printing & Publications	11,562.73	0.00	11,562.73	634.96	0.00	12,197.69
Total Printing & Publications	11,562.73	0.00	11,562.73	634.96	0.00	12,197.69
Depreciation	245,024.49	45,576.80	290,601.29	0.00	364.34	290,965.63
Total Depreciation	245,024.49	45,576.80	290,601.29	0.00	364.34	290,965.63
Miscellaneous	427,774.88	74,165.92	501,940.80	81,493.46	33,651.33	617,085.59

Pathway Homes
Statement of Revenues and Expenditures - PATHWAY HOMES FUND GROUP- F10,20,30,35
From 7/1/2016 Through 6/30/2017

	Pathway Operating Fund	McKinney	TOTAL - PATHWAY OPERATIONS	Capital Expenditures	Pathway Homes of Florida, Inc.	Total
Total Miscellaneous	<u>427,774.88</u>	<u>74,165.92</u>	<u>501,940.80</u>	<u>81,493.46</u>	<u>33,651.33</u>	<u>617,085.59</u>
Total Expenditures	<u>9,695,028.71</u>	<u>2,413,136.02</u>	<u>12,108,164.73</u>	<u>97,798.11</u>	<u>527,566.81</u>	<u>12,733,529.65</u>
Net Revenue Over Expenditures	<u>1,323,811.18</u>	<u>153,355.58</u>	<u>1,477,166.76</u>	<u>145,214.14</u>	<u>35,933.80</u>	<u>1,658,314.70</u>

October 2, 2017 - Philanthropic Report –1st Quarter FY18

July 1, 2017 through September 25, 2017

Committee Members: Jennifer Judelsohn, Chair, Patrick Chaing, and Sue Zywokarte

Staff: Sylisa Lambert-Woodard, Anna Smith

- Financial Contribution Total Received YTD \$122,684– **FY18 Goal \$422,000**
 - Campaign Updates:
 - *Help the Homeless: YTD \$31,561– **FY18 Goal \$75,000***
 - *Board Sponsorship Goal: YTD \$4,284 – **FY18 Goal \$20,000***
 - *Steps to Pathways Breakfast: YTD \$1,089– **FY18 Goal \$55,000***
 - *Other: YTD \$2,902 **FY18 Goal \$40,000***
 - Grant Update: YTD \$92,500- **FY18 Goal \$250,000**
 - Upcoming Philanthropic Events:
 - October 10, 2017 – 7:00 p.m. Fairfax City Mayor and Council proclaim October 21st Pathway Homes Walk Day in Fairfax City during Council meeting located at Fairfax City Hall, 10455 Armstrong Street, Fairfax in Council Chambers-Room 100 in City Hall Annex.
 - October 21, 2017 – Help the Homeless Walk, 8:30 to 9:00 a.m. check-in; 9:00 to 9:30 a.m. program; 9:30 a.m. walk begins. Fairfax City Hall, 10455 Armstrong Street, Fairfax-Veterans Amphitheater.
 - December 21, 2017; February 15, 2018; April 19, 2018; and June 21, 2018 – Steps to Pathways Information Session - 10 to 11 a.m. – Pathway Homes Offices
 - May 17, 2018 – Steps to Pathways Breakfast – 8:00 to 9:30 a.m. at Stacy Sherwood Community Center, 3740 Old Lee Highway, Fairfax

October 2, 2017 – Board Development Report –1st Quarter - FY2018

July 1, 2017 through September 25, 2017

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

Staff: Sylisa Lambert-Woodard, Anna Smith

The Board Development Committee met on Monday, September 11, 2017. In preparation for the Committee meeting, the Committee members reviewed the 2015 Board Assessment findings and questions as well as the 2015 Retreat summary.

The Committee discussed the goals, format and location for the October 2, 2017 bi-annual Board Retreat and Annual Board Meeting. It was recommended that the Annual Meeting be held on the morning of October 2, 2017 from 10 to noon which would include the CEO annual evaluation in closed session in the last half hour. The Retreat would follow with a working lunch and end at 5:30 p.m. The Retreat and Annual Meeting will be held at Pathways' offices.

The Committee refined questions that members found confusing in the 2015 Board Assessment and framed questions that better captured the desired feedback. The Committee agreed the distribution of the anonymous Board Assessment would be sent out and returned by Friday, September 22, 2017 to provide appropriate time to use for upcoming Board Retreat.

**Advocacy Committee Report
October 2, 2017**

**Committee Members: Sue Zyworkarte, Angie Lathrop, Jennifer McKenzie
Jennifer McGarey**

Staff: Sylisa Lambert-Woodard and Eleanor Vincent

The Board Advocacy Committee continued its work to support the Consumer Advisory Council (CAC) in presenting an impact statement to the CSB regarding the changes in how supportive services are provided to CSB clients. Sue worked with the committee to craft their message and to develop a petition to the CSB, which was circulated to the BOD for signatures. The petition was later strategically withheld from wider circulation and instead presented directly to Tisha Deegan, CSB Executive Director, along with the CAC impact statement.

The committee was also represented in a meeting held on August 14, 2017 with CSB executives and the CAC at the Pennino Building. The CAC was in full attendance, supported by Sue and Pathways staff members. Sue acted as facilitator for the meeting, providing opening and closing statements as well as her own personal impact statement. She also re-iterated the CAC request for the consumer voice to be better represented at the CSB level. The meeting resulted in an open invitation to members of the CAC at the monthly CSB Board of Directors meetings.

Board of Directors

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

For the sake of what?

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

*Is this the best use of
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*Is this the direction
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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, October 2, 2017

10:00 A.M.

**10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209**



- 11:00 Call to Order of Annual Meeting
- 11:01 Approval of Minutes of Meeting April 10, 2017*
- 11:02 CEO's Report – Dr. Sylisa Lambert-Woodard
- 11:05 Treasurer's Report - Brenda Brennan
- 11:06 Chairperson's Report and Comments
- 11:07 Committee Reports
- 11:08 Old Business
- 11:09 New Business
 - 1. Board Nominations and Elections
- 11:10 Announcements.
- 11:15 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
April 10, 2017

The semi-annual meeting of the Board of Directors was held on April 10, 2017. A quorum being present, the meeting was called to order at 8:25 p.m. by Chair, Daniel Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Patrick Chaing, Vice Chair
Tom Rowe, Treasurer
Jon-Michael Rosch, Secretary
Dara L. Aldridge
Maiko Ashby
Emily Chiang
Jennifer McGarey
James Ross
Sue Zywokarte

STAFF

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

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

MINUTES

Dan Gray called for a motion to approve the minutes from October 3, 2016 as presented. James Ross made a motion to approve, which was seconded by Tom Rowe 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 –

There was no new business.

ANNOUNCEMENTS –

There were no announcements.

ADJOURNMENT

There being no further business, Tom Rowe made a motion to adjourn the meeting. This was seconded by Patrick Chaing and unanimously approved by the Board.

The meeting was adjourned at 8:26 p.m.

Respectfully submitted,

Board of Directors

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

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individuals with mental
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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, October 2, 2017

10:00 A.M.

10201 Fairfax Blvd., Ste. 200

Fairfax, VA 22030-2209



- 11:16 Call to Order of Annual Meeting
- 11:17 Approval of Minutes of Meeting April 10, 2017*
- 11:18 CEO's Report – Dr. Sylisa Lambert-Woodard
- 11:20 Treasurer's Report - Brenda Brennan
- 11:21 Chairperson's Report and Comments
- 11:22 Committee Reports
- 11:23 Old Business
- 11:24 New Business
 - 1. Board Nominations and Elections
- 11:25 Announcements.
- 11:30 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 April 10, 2017

The semi-annual meeting of the Board of Directors was held on April 10, 2017. A quorum being present, the meeting was called to order at 8:26 p.m. by Chair, Daniel Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Patrick Chaing, Vice Chair
Tom Rowe, Treasurer
Jon-Michael Rosch, Secretary
Dara L. Aldridge
Maiko Ashby
Emily Chiang
Jennifer McGarey
James Ross
Sue Zywokarte

STAFF

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

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

MINUTES

Dan Gray called for a motion to approve the minutes from October 3, 2016 as presented. Sue Zywokarte made a motion to approve, which was seconded by Jim Ross 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 –

There was no new business.

ANNOUNCEMENTS –

There were no announcements.

ADJOURNMENT

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

The meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Board of Directors

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

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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, October 2, 2017

10:00 A.M.

**10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209**



- 11:31 Call to Order of Annual Meeting
- 11:32 Approval of Minutes of Meeting April 10, 2017*
- 11:33 CEO's Report – Dr. Sylisa Lambert-Woodard
- 11:35 Treasurer's Report - Brenda Brennan
- 11:36 Chairperson's Report and Comments
- 11:37 Committee Reports
- 11:38 Old Business
- 11:39 New Business
 - 1. Board Nominations and Elections
- 11:40 Announcements.
- 11:45 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
April 10, 2017

The semi-annual meeting of the Board of Directors was held on April 10, 2017. A quorum being present, the meeting was called to order at 8:27 p.m. by Chair, Daniel Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Patrick Chaing, Vice Chair
Tom Rowe, Treasurer
Jon-Michael Rosch, Secretary
Dara L. Aldridge
Maiko Ashby
Emily Chiang
Jennifer McGarey
James Ross
Sue Zywokarte

STAFF

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

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

MINUTES

Dan Gray called for a motion to approve the minutes from October 3, 2016 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 –

There was no new business.

ANNOUNCEMENTS –

There were no announcements.

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 8:28 p.m.

Respectfully submitted,

Board of Directors

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

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services to enable them to realize
their individual potential.

PATHWAY RECOVERY, INC.

Community Housing and Development Organization
(CHDO)

Board of Directors

Monday, October 2, 2017
10:00 A.M.
10201 Fairfax Blvd., Ste. 200
Fairfax, VA 22030-2209



- 11:46 Call to Order of Annual Meeting
- 11:47 Approval of Minutes of Meeting October 12, 2015*
Approval of Meeting Documentation April 11, 2016*
- 11:48 CEO's Report – Dr. Sylisa Lambert-Woodard
- 11:50 Treasurer's Report - Brenda Brennan
- 11:51 Chairperson's Report and Comments
- 11:52 Committee Reports
- 11:53 Old Business
- 11:54 New Business
 - 1. Board Nominations and Elections
- 11:55 Announcements.
- 12:00 Adjournment to Closed Session

* Materials Enclosed in Packet

PATHWAY RECOVERY, INC.
(Community Housing Development Organization)

Minutes of the Meeting of the
Board of Directors
April 10, 2017

The semi-annual meeting of the Board of Directors was held on April 10, 2017. A quorum being present, the meeting was called to order at 8:28 p.m. by Chair, Daniel Gray. The following individuals were present and participated throughout the meeting:

MEMBERS

Dan Gray, Chair
Sue Zywokarte

STAFF

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

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

MINUTES

Dan Gray called for a motion to approve the minutes from October 12, 2015 as presented. Sue Zywokarte made a motion to approve, which was seconded by Dan Gray and approved unanimously.

Dan Gray called for a motion to approve the minutes from April 11, 2016 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 –

There was no new business.

ANNOUNCEMENTS –

There were no announcements.

ADJOURNMENT

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

The meeting was adjourned at 8:29 p.m.

Respectfully submitted,