



Meeting of the Board of Directors  
June 5, 2019  
1801 Rockville Pike, Rockville, MD

The WorkSource Montgomery Inc. (WSM) Board of Directors convened a meeting at 4:08 p.m. at the above address. The meeting was called by notice previously given to each member of the Board by email. A quorum was established by members attending in person and telephonically.

**Attendees:** Erin Allen, Donna Cooper, Lynne Diggs, Gordon Ellis, Stew Edelstein, Wyatt Genser, Steve Greenfield, Jeff Guido, Daniel Marschall, Donald Moragne, Deborah Murphy, Gerald Murphy, DeRionne Pollard, Ted Rose (Chair), Neil Stablow, Jim Sweet, Leslie Weber, Dawn Weglein,

**Staff and Guest Attendees:** Dave Buonora, Jerome Fletcher, Ellie Giles (ex officio), Amelia Kalant, Roxanne Mejia, Jerry Pasternack, Shane Rock, Mike Sullivan, Harry Thompson

#### SUMMARY OF MOTIONS

Motion: The minutes of the previous board meeting were approved unanimously by voice vote.

Motion: The FY 20 Budget was approved unanimously by voice vote.

Motion: The motion to approve the FY 20 Board Executive Slate was approved unanimously by voice vote, contingent upon the election of Mr. Rock later in the month.

#### OTHER ACTIONS AND DISCUSSIONS

##### Chair/CEO Report:

**Approval of Newly Elected Directors:** Ms. Allen, chair of the Governance Committee, reviewed the slated of proposed new elected board members. The governance committee believes that the participation of these individuals will help to ensure that the board continues to reflect diverse sectors providing employment and services in the regional economy. Because there was a last-minute change to the slate, the elected directors will be asked to approve the slate after June 15.

**Approval of FY 20 Budget:** Ms. Weglein, chair of the Finance and Audit Committee, reviewed the FY 2019 forecast. Upon recommendation of the Finance and Audit Committee, she also brought forward the proposed FY 2020 Operating Budget for the Board's approval. Highlights of the proposed budget include:

- An estimated 10 percent increase in the WIOA allocation for FY 20.
- Slightly lower revenue from Montgomery County reflecting the Council's decision to re-allocate certain funds to the Department of Corrections for re-entry programs. It is anticipated that WSM will continue to run this program through a new contract.

- Full funding of the buildout to accommodate WSM in its new location in Wheaton. However, we anticipate a significant offset later in the year from DLLR who has indicated its intent to help cover the costs of training rooms.
- Funding for a grant writer to help diversify the organization's sources of revenue. Whenever possible, grants will be sought jointly with partners to enhance partnerships and expand programs.

**WSM- A Year in Review:** Dr. Giles shared a power point presentation (attached to these minutes) highlighting the priorities and accomplishments of WSM and its staff leaders over the last year. Mr. Rose noted at the conclusion that the organization has made great progress over the last year. Mr. Ellis, Chair of the Quality Assurance and Operations Committee, encouraged Board members to actively participate in committee meetings in FY 20 and also to speak with contacts they may have among the non-profit community to increase understanding of the activities of WSM.

**Closed Session:** At 5:35 p.m. the Board went into closed session to discuss personnel issues.

The meeting adjourned at 6:25 p.m.

Next Board Meeting – September 10, 2019