

SAARA of Virginia, Inc.

Minutes of the telephonic Board Meeting held on Tuesday March 4, 2008

In attendance

Jim Philbrick (until 730), Ellen Hall, Mark Blackwell, Joe Battle, Barbara Battle, Lisa Arbogast, Lynne Crammer, Vincent Dabney (Joe has proxy)

In absence

Minutes

Meeting called to order by Mark at 7:05 PM. Discussed how executive committee has been managing the RCSP grant implementation on behalf of the board. Joe began to summarize the course of implementing the grant.

Mark began discussing the details and answering board members questions concerning details of grant administration.

Jim requested vendors involved.

Mark proposed acceptance of the minutes of the last meeting (12.12.2007). Lynn 1st, Joe 2nd, unanimously approved. Motion passed to accept minutes.

Stephen P. Fishel presented draft financial statements as of 02.29.08. Mark made motion to accept. Lynn 1st, Barbara 2nd, clarified nature of draft financial statements (Stephen P. Fishel & Mark Blackwell). Motion unanimously approved.

Changes to fiscal policies and procedures were mandated by feds. Jim asked if the policies and procedures "are executable", Mark agreed that they are. Lynn 1st, Jim 2nd, unanimously approved.

Mark asked Joe to discuss the lease. Joe motioned that the board accept the lease. Jim 1st, Lynn 2nd, unanimously approved to accept lease.

Joe motioned that the board accept the long-term contracts of Dr. May and Dr. Auerbach. Lisa 1st, Ellen 2nd, board unanimously approved to accept both contracts.

Joe assumed Jim's proxy at 7:37 PM.

Stephen P. Fishel explained benefits package. Mark motioned that the board approve the accounting method for the benefit package and task the executive director to further research. Lynn 1st, Ellen 2nd, board unanimously approved the above motion.

Mark discussed the increase in salary for the executive director and the bylaws and personnel policy and procedures. Discussion on changes to vacation and sick leave.

Joe presented that the executive committee had discussed increasing the executive director's salary. The rate was discussed with the president of NAMI and Dave Mangano on its appropriateness. Ellen questioned if the current salary was after the 5%. The answer was that the 5% never was applied. Joe

moved for the salary increase from \$48,400 to \$57,000. 1st Lynn, 2nd Ellen, unanimously approved backdate to January 1st 2008 approved.

Motioned to provide the executive director a mobile phone/electronic device allowance in the amount of \$150/month Lynn 1st, Lisa 2nd. Board unanimously approved.

Barbara 1st, Ellen 2nd. Board unanimously approved the vacation package. 8 hours per month of vacation and 8 hours per month of sick leave, from the date of hire until just before the two (2) year anniversary. This will increase to 12 hours per month after two years for both vacation and sick leave.

Joe and Mark presented the issues surrounding previous improprieties of the previous executive director, and the fact that the attorney general has renewed the investigation. Discussed some of the specifics of the past issues and clarified for the board. Discussion on the effect of this renewed investigation on the image of SAARA, both within the community and publicly.

Mark offered to close meeting. Board agreed that further discussion can take place at the next meeting. Before closing, Joe presented that they (Mark & Joe) had discussed the use of regional representatives (4). SAARA of Chesapeake just started last week. Lynne and Lisa had worked with the quarterly regional meeting of appropriate affiliates. Additional discussion concerning the topic of the retreat and fielding the request of the McShin foundation for 1 ½ hours of presentation. The board discussed that the facilitator should ultimately decide the presence of this. Board mutually agreed that SAARA should include Walter. Annual retreat is scheduled for April 5, 2008 at 10 AM until after lunch on Sunday.

Joe thanked the board for its participation and it's vote of confidence in the executive committee. He closed the meeting at 8:31 PM.