Committee Members Present: Cynthia Luxton, Jane Dargatz, Eileen Dubin
Staff Present: Donna Moulton, Kathy Ostdick
Other Persons Present: None

1. CALL TO ORDER
Ms. Luxton called the meeting to order at 5:30 p.m.

2. AGENDA

Ms. Dubin moved to approve the agenda; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

9. CLOSED SESSION (Moved up from below)

Ms. Dargatz moved to go into Closed Session at 5:35 p.m.; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

Ms. Dubin moved to go back into Open Session at 6:20 p.m.; seconded by Ms. Dargatz. The motion passed unanimously on a voiced vote.

3. MINUTES

Ms. Dubin moved to approve the minutes of the 1/7/13 meeting; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

Ms. Dargatz moved to approve the minutes of the 1/21/13 meeting; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

4. OFFICE REPORT
Ms. Moulton reported that an Agency Directors meeting was held last week. Linda Moser, Safe Passage Executive Director, announced that she will be retiring. Tara Culotta, the new Elder Care Executive Director, attended.

Ms. Moulton reported that several agencies may be asking for GY13 allocation line item changes. The office is in the process of setting up a tour of the Living Room Project through Ben Gordon Center.
5. CLAIMS REVIEW

Ms. Dubin moved to approve the agency claims in the amount of $140,999.36; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

Ms. Dubin moved to approve the office claims in the amount of $151.30; seconded by Ms. Dargatz. The motion passed unanimously on a roll call vote.

6. BOARD MEMBERSHIP
Ms. Luxton reported that she has spoken to Richard Schluter, our new Board Member, and has set up an appointment for orientation on Monday 2/11/13 at 3:00 pm.

7. CLOSED SESSION MINUTES REVIEW
Minutes of six past closed sessions of Executive Committee meetings were reviewed.

Ms. Dubin moved that for the closes session minutes from 7/24/12, 9/6/12, 10/9/12, 12/28/12, 1/7/13, 1/21/13 all are approved, all will be released for posting, and the tapes will be destroyed at the appropriate time frame; seconded by Ms. Dargatz. The motion passed unanimously on a voice vote.

8. APPROVAL OF BOARD MEETING AGENDA
The board meeting agenda was discussed.

Ms. Dargatz moved to approve the amended board agenda; seconded by Ms. Dubin. The motion passed unanimously on a voice vote.

9. CLOSED SESSION
Closes session was held after the agenda approval above.

10. DATE OF NEXT EXECUTIVE COMMITTEE MEETING: 3/4/13

11. ADJOURNMENT
The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

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Cynthia Luxton, President        Kathy Ostdick, Recording Secretary