



**Board of Trustees
June 21, 2021
Minutes of Annual Meeting
At the Home of David Carlson in Maplewood**

Pillar Care Continuum Sponsored Corporations: Essex Properties, Livingston Residence, Plainfield I Residence, Plainfield II Residence, West Orange II Residence, Warren Residence

Present: Darren Burns, David Carlson, Shari Caspert, Helene Jaffe, Brian Kloza, Clark Machermer, Bob Murray, Mike Petillo, Beth Rose,

Excused: Matthew Gittleman, Brad Jacobson, Christine Kotarba, Kelly Marx, Barry Ostrowsky, Wendy Marcus, Neil Williams

Staff: Purna Rodman Conare, Tammy Wilson, Joseph Schwartz, David Bishop, Susan Antonellis, Natasha McCall

The meeting convened at 6:15 p.m.

I. Welcome & Introductions

Clark Machermer, Chair, welcomed the board members to the meeting and thanked David Carlson for hosting the meeting.

II. Governance – Purna for Wendy

The Governance Committee nominated the following slate of candidates for re-election to a three-year term on Pillar Care Continuum’s Board of Trustees beginning July 1, 2021 and ending June 30, 2024:

- David Carlson
- Matthew Gittleman
- Chris Halkyard
- Wendy Marcus
- Kelly Marx
- Bob Murray

A motion was made and seconded and carried unanimously to elect these candidates to the Board of Trustees for another three-year term beginning July 1, 2021.

Officers: Purna noted that officers were elected last year for two-year terms. The Governance Committee nominates an additional officer for a one-year term beginning July 1, 2021.

- Wendy Marcus – Co-Secretary

A motion was made and seconded and carried unanimously to elect Wendy Marcus as Co-Secretary for a one-year term beginning July 1, 2021.

Thank You to Departing Board Member Darren Burns

Clark and Purna presented a plaque to Darren with a photograph of him with students at the school and acknowledging his 20 years of service on the Board of Trustees. Clark invited the Board to join him in thanking Darren.

III. President's Report – Purna Rodman Conare

3rd Quarter Financial Statements

Purna presented the third quarter Financial Statements for the 9 months ending March 31, 2021. There was an excess of \$1.4 million of revenues over expenses. Excluding the Investment Income of \$800,000, the operating income was a little over \$600,000. He noted that Early Intervention has a loss of \$175,000 and Community Services a loss of \$145,000. The Day Program was nearly breakeven with a small loss of \$5,000. These were offset by operating gain of \$200,000 in Residential Programs and an additional \$500,000 of revenue in the Gala above budget.

Reinstitution of the 401K Plan

Purna reported that at the last Executive Committee meeting, he had recommended that the agency re-implement the 4% match for the 401k plan that was suspending last year during the COVID crisis. The FY22 budget is not completed as we are waiting on the NJ Budget to be completed. He suggested to the Executive committee that, if necessary, excess funds from the gala be used to cover this. The Executive Committee agreed and recommended reimplanting the 401k plan. ***The Board concurred that the 4% match for the 401k plan should be reinstated in fiscal year 2022.***

Staff Bonuses for FY21

Susan and Purna recommended lump-sum payments of 2% for staff who have not received raises. This school staff have received 2% increases effective June 30, 2021, and the direct service staff received \$1.25/hour increase effective January 1, 2021. Paying the lump-sum to the remaining staff will cost \$70,000. **A motion was made and seconded and carried unanimously to approve 2% lump-sum payments to staff who have not received raises in FY21.**

Staff Schedules

Purna noted that as of July 1, 2021, most of our programs will be open to in person services, with some exceptions for students/clients who need special accommodation. The Schools and Residential Programs are running at 100%. The Day Programs are opening gradually and will be 35% in the summer and then expanding. The Administrative Office staff now come in 2-3 days per week. We will re-evaluate after the summer.

Admin Office Move

Purna and David reported that we are negotiating a prospective move of the Administration office to a location at 120 Eagle Rock, East Hanover. David noted that this is the new location of the Kessler Foundation. We are working with Cushman and Wakefield to both negotiate the new lease and buildout as well as negotiate rent relief from the current landlord who have asked us to leave so they can develop the space into condominiums. Clark and Bob have secured an architect to help with the space design.

Gala

Clark and David reported that Efrem Gerszberg has agreed to be the honoree for the Gala. The Gala will be held at the Grove in Cedar Grove, NJ on November 3rd.

Board Calendar

Purna asked the Board to review the draft Board calendar and get back if they see any issues. The calendar invites will be sent out this summer.

Reports included in the Board Packet:

- a) Finance – 3rd Quarter Financial Results
- b) Program & School – Update
- c) Development Update
- d) Group Home Pipeline Update
- e) Human Resources Update
- f) FY22 Draft Calendar

Adjournment – Clark Machermer

The formal meeting was adjourned at 7:15 pm to the social gathering.

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Respectfully Submitted:

Clark Machemer, Chair

Purna Rodman Conare, Pres. & CEO