

**City of Fredericksburg Department of Social Services
Board of Directors Meeting
Meeting Minutes – December 2, 2021
DSS Conference Room – 608 Jackson Street, Suite 100, Fredericksburg, VA 22401**

Present for the meeting: Christen Gallik – Director, Beth Girone – Assistant Director, Tim Duffy – Vice-Chair, Kisha Frye, Catharine Lloyd, Thom Schiff, Christian Zamas, and Stacie Dodd – Secretary.

A. **Call to Order** – Meeting was called to order at 4:02 p.m. by Tim Duffy, Vice-Chair, and a quorum was established.

B. **Approval of Minutes** for October 7, 2021

Move: Christian Zamas

Second: Thom Schiff

Status: All in favor

C. **Director's Report**

1. **DSS Financial Report** – The City of Fredericksburg DSS Financial Report for the period ending October 31, 2021 was presented by Ms. Gallik, Director, and discussed.

2. **Director's Management Report – December 2, 2021**

Ms. Gallik presented and discussed her Management Report.

- a. **Personnel** – Ms. Gallik updated the board on personnel vacancies (7) and the challenges related to recruitment and retention efforts.
- b. **Gifts from the Heart Program** – Ms. Gallik reported that our agency matched 58 families with a total of 111 children to 37 sponsors. We were able to obtain a sponsor for all the children on the applications that were submitted.

D. **Old Business** – There was no old business to discuss

E. **New Business**

1. **2022 Board Meeting Dates** – A list of the dates of all board meetings for the year 2022 was provided to board members.

F. **Executive Session** – There was no need to go into Executive Session.

G. **Items for Consent/Approval**

1. FY2023 Budget – Ms. Gallik presented and discussed our agency’s FY2023 Budget. There was a motion to approve the budget submission.

Move: Christian Zammas

Second: Kisha Frye

Status: All in favor

H. **Adjournment** – The meeting adjourned at 4:40 p.m.

The next meeting is scheduled for February 3, 2022 at 4:00 p.m.

I. Respectfully Submitted:

Stacie Dodd
Stacie Dodd, Secretary

02/03/2022
Date

Tim Duffy
Tim Duffy, Vice-Chair

2-3-22
Date

APPROVED