

Board of Directors Meeting Minutes

Nov 18th, 2025, at 3pm at Canterbury Consulting

Attendance Summary – 15 of 21 Board members present, 6 absent, 4 Staff members

Board Member Attendees:

☒ Colleen Rogers	☒ Andrew Phillips	☒ John Hoefer
☒ Paul Godby	☒ Alison Teixeira	☒ Kimberly Valley
☒ Debashis Chowdhury	☒ Athena Wong	☐ Madison Spach
☐ Hogi Kurniawan	☒ Ed Inal	☒ Mark McConnell
☒ Marc Reich	☐ Gregory Washer	☒ Rachel Ng
☒ Richard Swinney	☐ Jane Levy	☐ Roger Armstrong
☒ Catherine Sorensen	☐ Jeremy Webb	☒ Vanessa Dixon

STAFF: Kathy McCarrell, Deborah Fasola,

Guest staff: Janel Falcon, and Julia De Almeida who are Children's In-Home Crisis Stabilization program leadership

CALL TO ORDER:

The meeting was called to order by Paul Godby, Board Chair at 3:00pm.

BOARD CHAIR WELCOME & UPDATE:

Paul Godby, Board Chair welcomed & updated

- **New Board Member Update:** We had anticipated presenting Martin Wing of Pathway Capital for Board membership at today's meeting, and he had expressed strong enthusiasm for joining the Board. However, due to a conflict-of-interest policy within his organization—specifically that Pathway Capital would be unable to financially support The Priority Center if he were to serve as a Board member—Mr. Wing made the decision to decline Board service as a result and will support us throughout the year in a different capacity.

PROGRAM PRESENTATION:

Janel Falcon, Program Director and Julia De Almeida, Program Supervisor of Children's In-Home Crisis Stabilization Program presented.

Children's Program Overview: Janel and Julia provided an overview of the importance and impact of the Children's Program in our community, highlighting its role in stabilizing immediate mental health crises, strengthening family environments, and preventing unnecessary psychiatric hospitalizations. The program delivers 24/7 crisis support, 365 days a year—including holidays—ensuring timely, in-home intervention when families need it most.

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INTERIM CEO REPORT:

Kathy McCarrell, Interim CEO presented

- Staffing Updates:
 - **New CEO:** McDermott & Bull screened nearly 150 candidates for the Chief Executive Officer role. The Search Committee interviewed six finalists and identified two highly qualified candidates. The Committee is now preparing to move forward with a potential offer to one candidate.
 - **New Chief Development Officer:** Will Abbott was interviewed and selected with input from the leadership team and a couple of board members. An offer has been extended, and final terms are currently under negotiation. Will will join The Priority Center part-time in December 2025 to support the year-end fundraising campaign and will transition to full-time status in January 2026.
- Program Updates:
 - Children's program continues to struggle to fill up staff caseloads. We have reduced and reconfigured our staff as a result and are monitoring the caseloads and working closely with the Health Care Agency.
 - The staff from 2 of our In-Home visiting programs had the opportunity to attend the annual Home Visiting conference in Puerto Rico (paid for by HCA) This was a great opportunity for team building, learning from other programs across the US, and staying abreast of the state-of-the art programming trends.
 - Families Helping Families: We have approximately 140 families adopted to date and need 70 more families to be adopted. The whole board is invited to the event and encouraged to adopt more families. Kathy thanked Catherine and Athena for their leadership and guidance in executing this event. Jane Levy also contributed to the day's success by providing gift cards to all the families that were not adopted.

FUND DEVELOPMENT: Colleen Rogers, Fund Development Chair, provided an update on recent fundraising activities. The Pickleball Tournament was a significant success, generating \$38,900 in net income, made possible in large part by Jane Levy's \$20,000 sponsorship. Special recognition was given to Kate Knollenberg for her excellent execution of the event, with extraordinary support from Vanessa.

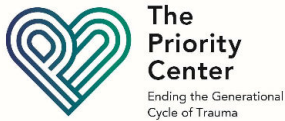
Capital Group provided a grant of \$15,000 as a result of the efforts of Paul Godby and Rachel Ng.

Board Members were also reminded to consider making a personal year-end gift to The Priority Center. Many grant funders require confirmation that Board Members contribute personally on an annual basis, and it is critical that we maintain a 100% Board giving rate in support of our mission.

FINANCE REPORT:

Deborah Fasola, Chief Accounting Officer presented

- TPC Financials – September 2025



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- Despite deficits in the Children's program, the Samueli grant of \$100,000, pickleball revenue, and expense control is aiding in good cash flow and financial stability in reserves.

GOVERNANCE AND BOARD DEVELOPMENT:

Richard Swinney, Governance & Board Development Chair presented.

The Board reviewed the Governance and Board Development Charters, with particular focus on the expectations of Board Members. Board members were reminded about the annual "give or get" expectations. In addition, board members were asked to assist in the recruitment process of potential new board members as the goal has been set to add up to ten new Board Members this calendar year. The committee is currently reviewing the roles and responsibilities of the Advisory Council.

The Fund Development Charter, developed by Colleen Rogers, was also presented.

All charters and related policies were included in the Board packet. Board Members were encouraged to review the materials and to direct any questions or concerns to the Executive Committee.

CONSENT CALENDAR / NEW BUSINESS – PAUL GODBY:

- Approval of Board Minutes: Colleen made motion to approve the minutes for the Board of Director's meeting held on September 16th, 2025. Debashis seconded the motion. The motion was passed unanimously.

NEXT MEETING:

Date: **Tuesday, January 20th, 2026**

Time: 3pm-4:30pm

Location: Canterbury Consulting

610 Newport Center Drive, Suite 500

Newport Beach, CA (949) 295-9022

ADJOURNMENT

- There being no additional business in the open portion of the meeting, the meeting was adjourned by the Board Chair, Paul Godby, at 5:00pm. All board members were invited to a year end dinner party in True Foods hosted by Debashis.



Catherine Sorensen, Secretary of the Board of Directors