

**IOLA Fund of the State of New York**  
**Meeting of the Board of Trustees – New York, NY**  
**March 15, 2017**  
**D R A F T**

**Present:** Chair Davis and Trustee Lindenauer  
**Tele-Conference:** Trustees Cirando, Nardelli and Ross  
**Absent:** Trustees Braveman, Dunham, Galowitz, Leider, Lopez-Soto and Madigan  
**Staff:** Agard, Fecko, Mitchell and O'Malley

**1. Call to Order.**

The meeting was called to order by Chair Davis at approximately 12:15 p.m.

**2. Approval of the minutes of the meeting of the Board of Trustees held on December 7, 2016.**

The minutes of the above meeting were reviewed and approved with no objection.

**3. Executive Report**

Mr. O'Malley reported that the Bank Settlement Grants continue to be finalized and it is expected that payments will be made timely in April 2017. With regard to the FY18 & FY19 Grants, he reported the Division of Budget would not accept the procurement record until the NYS budget for FY18 is approved because otherwise the pendency of the two grants (Bank Settlement and FY18 & FY19) would exceed the IOLA budget. While the delay is unfortunate, Mr. O'Malley does not expect this circumstance to recur and is not expecting that it will affect the timeliness of FY18 & FY19 Grant payments.

Mr. O'Malley introduced and welcomed Veronica Mitchell as the IOLA Fund's new Deputy Director of Administration.

Mr. O'Malley referenced his ongoing work with the Permanent Commission on Access to Justice, including its strategic planning process to coordinate the statewide civil legal aid delivery system, and noted that the Permanent Commission would have a public hearing in September 2017.

Over the last few months, the IOLA Fund has been working with the Resource for Great Programs to review how we process data from our grantees and consider improvements. Mr. O'Malley expects to receive recommendations in late March 2017.

In response to a question from Chair Davis, Mr. O'Malley reported that the site visit with Sanctuary for Families was very positive.

**4. Administrative and Financial Report**

Ms. Agard presented the Administrative and Financial Report, including the February 2017 Consolidated Bank and Revenue Report and the Budget Variance Report.

First, Ms. Agard noted that the cash balance is roughly level. Monthly revenue has increased about 25% over the same period last year, driven in part by the 8 basis point raise in the effective rate of the largest bank (now at 0.34%) that helped to raise the overall effective rate to 0.29%.

Ms. Agard estimated that expenses for this fiscal year appear likely to close at about the expenses incurred last year.

Ms. Agard and Mr. O'Malley announced that the New York State legislature had approved a 2% retroactive raise for FY17 and a 2% raise for FY18, which will be implemented by IOLA as per a forthcoming memorandum from the Division of Budget. The Board agreed that these raises were appropriate and directed the IOLA staff to administer.

**5. Counsel's Report**

Ms. Fecko referenced her written report, providing additional details regarding the technology assistance project involving pro bono IT professionals from several large law firms. Approximately 45 civil legal aid providers have registered to participate.

Ms. Fecko announced the completion of an IOLA Fund Ethics Policy focused on issues relevant to IOLA employees. She will provide a training to all IOLA staff later in March.

**6. Executive Session**

Trustee Lindenauer made a motion to enter in Executive Session to consider matters relating to the financial history and appointment of particular corporations (i.e., grantees), which was seconded by Trustee Cirando and approved without objection.

**7. Next Meeting**

The next meeting of the IOLA Board of Trustees is to take place on June 7, 2017 at noon in Albany.

There being no further business before the Board, the meeting was adjourned at approximately 1:45 p.m.

Respectfully submitted,  
Christopher B. O'Malley  
Executive Director