

**LAFAYETTE COUNTY CHILDREN'S SERVICES FUND
BOARD OF DIRECTORS MEETING**

MINUTES: Wednesday February 21st, 2018 at Lafayette County Health Department, Lower Level, Lexington, MO.

Tahnami called the meeting to order at 7:10 pm. Everyone introduced themselves.

The following board members were present for tonight's meeting: Laura, Aaron, Chip, Tahnami, Mary, Mark, Amanda and Brian. Absent - Cheri

Guests: Lori Drenon, Aaron Knipmeyer, Ann Gosnell, Leslie Basye, Nancy Peters, Michael Othic, and Robin

Executive Director- Tiffany Dehn

Commissioner Liaison- Craig Williams

Approval of Agenda: Mary moved to approve the agenda, Brian seconded. All were in favor, motion passed.

Minutes – Laura moved to approve the minutes prepared from January 17th board meeting, Aaron seconded. All were in favor, motion passed.

Reports:

Treasurer's Report – Bill Molini presented the treasurer's report and financials to the board. The current assets as of January 31st, 2018 are \$710,641.33 compared to last year at \$611,526.91. Equity bank savings reconciled on January 31st shows an ending balance of \$304,407.15. The checking balance (register balance) is \$5,625.57. Due to the invoices that came in over the past month the board will need to transfer \$65,000 to cover the checks that have been written for those invoices. Bill requested that the board transfer funds from the saving to the checking and notify him when it has been done so his office can mail the checks. Tahnami voiced that she would do the transfer and notify his office. MDOR sales tax distribution deposit for the month of January was \$24,321.24. January 2017 history was reported to be \$22,433.86 which is a difference of \$1,887.38, when compared to 2018.

Bills to be paid – Five (5) invoices were received by the Accountants office for Foster Adopt Connect, Easter Seals Midwest, Megan Meier Foundation, Compass Health (Pathways) and Lexington Tax.

Chip moved to accept the treasurer's report, pay the bills/sign the checks, and transfer funds from savings to checking, Mark seconded. All were in favor, motion passed.

School District Report – The LCCSF BOD held a special meeting immediately before the open meeting of the board with school district representatives and Pathways/Compass Health. The representatives of the schools reported concerns at this time and only had to report that they were looking forward to further communication and collaboration.

Funded Agency Reports – Ann, with House of Hope, began by sharing that the fiscal year budget was at 37% and the calendar year budget was at 95%. They had no significant barriers

Commissioners:

Craig Williams
Harold Hoeflander
Tracy Dyer

Board of Directors:

Board Chair
Tahnami Gittinger
Odessa

Vice Chair
Chip Langman
Lexington

Treasurer
Aaron Dye
Lexington

Secretary
Laura Scott
Odessa

Mark Heins
Concordia

Mary Borgman
Wellington

Amanda
Christopherson
Waverly

Cheri McDaniel
Higginsville

Brian Alexander
Higginsville

Executive Director:
Tiffany Dehn

faced other than sickness with the kids they were serving. CASA Robin shared that CASA was at 100% of their budget and had met all of the reported goals. Robin reports that the biggest problem we have in the community is for cases that do not have a CASA. Mike, with Foster Adopt Connect, reported to the board that his agency was at 26% of their budget. This is due to staffing and getting referrals flowing in. This is a new to Lafayette County program this year and he anticipates that they will be picking up momentum the second half of their funding cycle.

Commissioner's Report – No new information to report this month.

Executive Director's report- Tiffany shared her monthly report with the board. She encouraged the board and anyone in the audience to look at the Missouri Cyber Crimes Task Force website to gain further knowledge about cyber safety for our children. She presented at three (3) Ministerial Alliance Meetings this month and secured event times and locations for Tina Meier's presentations. Tiffany also reported to the board a summary of 2017 services based off of the agency reports submitted January 31st. Approximately 308 children were served, 153 households, and 8,132 units of services were provided to qualifying children/families. Due to two (2) funding cycles this was an approximate number and not necessarily 100% accurate. Our fiscal year funding cycle is different than the calendar year and the actual number of children served, and services provided, may be more than what is reported. The Executive Director's report can be found on the LCCSF website for public viewing.

Unfinished Business: The Executive Committee reported that the next meeting will be on March the 12th and will be for the purpose of revising the policy and procedure manual and for setting of the agenda. The goal is to simplify the policies of the board and eliminate discrepancies between the bylaws and policies and procedures. By the April board meeting the Executive Committee plans to have a revised edition of the manual, based on recommendation of the entire board.

The Executive Director presented to the board the proposed revision to the current funding timeline that was tabled from the previous month. The purpose of revising the timeline was to 1) allow for the agencies currently funded more time in preparation of their rfp thus giving them the ability to provide more accurate data, 2) shorten the amount of time in which the board receives the proposals to the time they make a funding decision 3) allow for good productive conversation among the board and eliminating the scoring sheets. Discussion took place among the board. Ann with House of Hope questioned moving her fiscal year funding to the calendar year and wondered if it would be possible to extend the contract for six months so her funding would all be on the calendar year cycle. Further discussion took place and it was advised that the Executive Director discuss these options with the Executive Committee and Ann to see what the best solution will be. Chip questioned the purpose of moving the time line when the board has been discussing changing the policies and procedures in place. Further discussion took place. Laura moved to change to the funding timeline to the proposed revised timeline, Mark seconded. Laura, Mark, Amanda, Aaron, Brian and Mary were in favor, Chip was opposed. Motion carried 6-1.

New Business: The board had discussion regarding a bank/debit card. The purpose of obtaining a bank card would be to assist with the immediate purchase of things that are now being reimbursed to the Executive Director such as; purchasing of conference/trainings, purchase of hotel room for presenters and advertisement costs. Discussion took place among the board. Mark suggested that the board consider a credit card because there would be coverage of the entire account vs limited coverage of a debit card. Bill Molini suggested that the board implement a specific policy before using a card so that he would know exactly how that card was to be used and could provide accountability oversight of the financials as the board has requested him to do so. Chip moved to table the discussion to the following month's board meeting, Aaron seconded. All were in favor, motion passed.

The board discussed advertisement for the event on the 26th and 27th of March. Time was spent talking about the use of social media as a means of advertisement as well as sending out a press release. It would also be requested that the schools utilize their means to send info out to parents. Chip moved to allot up to \$500 for the use of advertisement, Brian seconded. All were in favor, Motion passed.

Public Comments: none

At 9 pm Chip moved to enter into closed session pursuant to RSMo 610.021.3, Mary seconded. All were in favor, motion passed.

Adjourn: Chip moved to enter into Open Session and adjourn the meeting, Mary seconded. All were in favor, motion passed. Meeting ended at 9:30 pm.

Respectfully Submitted,
Tiffany Dehn
Executive Director

Reviewed by,
Laura Scott
Secretary

Mark your calendar for the upcoming LCCS meetings:

Reminder: _____

Wednesday, March 21, 2018
Wednesday, April 18, 2018
Wednesday, May 16, 2018
Wednesday, June 20, 2018