

LAFAYETTE COUNTY CHILDREN'S SERVICES FUND BOARD OF DIRECTORS MEETING

MINUTES: Wednesday April 18th, 2018 at Lafayette County Health Department, Lower Level, Lexington, MO.

Chip called the meeting to order at 7 pm.

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

Guests: Lori Drenon, Aaron Knipmeyer, Casey Melancon, Lucas Taylor, Bill Molini

Executive Director- Tiffany Harbour

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

Minutes: Mark moved to approve the minutes from March's meeting, Brian seconded. All were in favor, motion passed.

Reports:

Treasurer's Report – Bill Molini presented the Treasurer's report for the LCCSF Board. Sales Tax revenue for March is reported to be \$28,922.83. In March of 2017 revenue was at \$25,087.50 which is a difference of \$3,835.33 between the two years. Current assets (as of March 31st, 2018) are \$655,452.76. Laura moved to accept the Treasurer's report, Brian seconded. All were in favor, motion passed.

Bills to be paid – Eight (8) checks were presented to the board for approval of payment. Those were; Foster Adopt Connect \$2,041, ESMW \$897.60, House of Hope \$3,780.47 & \$7,466.16, Teeple Ins \$612, Pathways/Compass \$22,100.46, and Lexington Tax and Accounting \$706.26. Mark moved to pay the bills/sign the checks, Mary seconded. All were in favor, motion passed.

Budget Review- Bill Molini presented the budget review to the board as well as a financial position analysis. Given that the board has discussed revising the contingency amount of reserve to 10% of the previous year's revenue, a document was prepared for the board to view what funds would actually be available for additional program funding. Taking into consideration the contracts in place, operating expenses, 10% reserve amount, and forecasted deficit, \$534,127 are available funds for additional programs. Mark questioned the previous board's policy to keep the one year's reserve amount, and why they had chosen to make that decision. Mary shared that the board had secured the funding from the first year the CSF began generating revenue and it had been in the account since. She wasn't aware of any specific purpose for keeping that amount of money in the reserve.

School District Report – Aaron Knipmeyer reported to the board that business continues as usual and that they had met with Pathways and LCCSF reps at a meeting the end of last month. He felt the meeting was successful.

Commissioners:

Craig Williams
Harold Hoeflander
Tracy Dyer

Board of Directors:

Board Chair
Tahnamini Gittinger
Odessa

Vice Chair
Chip Langman
Lexington

Treasurer
Aaron Dye
Lexington

Secretary
Laura Scott
Odessa

Mark Heins
Concordia

Mary Borgman
Wellington

Amanda
Christopherson
Waverly

Brian Alexander
Higginsville

Executive Director:
Tiffany Harbour

Funded Agency Reports – Lucas of Pathways/Compass Health reports that he is working to keep the dialog going with the school districts. A staff meeting is to take place tomorrow and they are going to be reassessing the clinical outcomes. They plan to have post test results and surveys to help monitor the data. As school is coming to an end they are also gearing up to continue to provide services throughout summer school. He reports that they continue to hope to address all concerns and build the bridge between clinical services and the school system.

Casey of ESMW reports that she continues to struggle receiving referrals. She attended the Board of Sheltered Services meeting and was hopeful about receiving referrals from their case managers.

Commissioner's Report – Craig was not present this evening with any information to report however, Chip made mention that there is a vacancy on the LCCSF Board.

Executive Director's report- Tiffany shared her report with the board. One of the events she attended was a presentation regarding child sexual abuse and the statistics of those that are affected. The Directors report is available on the LCCSF website to view.

Unfinished Business: Policy/Procedures/Bylaws review was discussed by the board. A prepared revision of the bylaws was created by the Executive Director that reflects the discussions of the Executive Committee. Chip shared that the bylaws outline the policies, and it did not make much sense to keep a full policy manual that outlined what was already in the bylaws. The biggest change was the 10% reserve of the previous years generated revenue. Laura moved to approve the bylaws as they were prepared and remove the policy and procedure manual, Mary seconded. All were in favor, motion passed. Business credit card- The Executive Director shared with the board that Bank Midwest requires that an individual is tied to the business credit card. This information was shared with the Executive Committee and it was requested that the ED check with Craig to see how the county offices handle acquiring business credit cards. Craig reported, to the ED, that it is typical that the credit cards are tied to an individual and that if the board should choose he would be willing to be the individual tied to the account. Mark moved to accept Craig as the signer/individual tied to the business credit card account, Laura seconded. All were in favor, motion passed.

New Business: Two (2) funding applications were drafted and presented to the board – One for up to \$1,000 and the other for up to \$15,000. These applications are targeted at agencies that need to request smaller amounts of funds for special projects or programs. They are simplified and all of the funding requirements remain the same. Funding decisions will be made on these two applications, on a monthly basis. Agencies will need to have the completed applications turned into the Executive Director by the 2nd Friday of the month so that the board can make funding decisions at the next meeting. Funds will be made available to approved agencies by the last Friday of the month. Mark moved to approve the use of these applications, Brian seconded. All were in favor, motion passed.

Letters of Intent- Eight (8) agencies have submitted letters of intent for funding. Laura questioned the increase request by Pathways in which Lucas responded that they were coming to the LCCSF Board prior to requesting funds elsewhere. If they were not awarded 100% of the funds they would locate funding through other avenues. Laura asked about the board's policy on funding at 100%. A program of an agency can be funded at 100%, just not the entire agency. The agency is not to be funded more than 60% of their total organization income. The board discussed scheduling a special meeting for the purpose of discussing the full proposals that are due to be submitted on May 4th. After some discussion the board agreed to hold a long meeting on the 16th, the regular monthly meeting will be followed by the Special Meeting.

Laura shared about the movie "For Akheem". Discussion took place and Laura shared that the movie could be shown free of charge. Lori and Aaron shared that it would be very difficult to schedule something with the school districts before the end of the school and that the fall would be a better time to do this project. Laura will be checking on scheduling and will report back to the board on this.

Public Comments: Chip made mention to the board that he had contacted Brent Teichman and asked him to come to a meeting to talk about legal funding requirements. Laura also presented the Executive Director with a card and congratulations on getting married.

Adjourn: Laura moved to adjourn the meeting, Brian seconded. All were in favor, motion passed. Meeting ended at 7:51pm.

Respectfully Submitted,
Tiffany Harbour
Executive Director

Reviewed by,
Laura Scott
Secretary

Mark your calendar for the upcoming LCCS meetings:

Reminder: _____

Wednesday, May 16, 2018
Wednesday, June 20, 2018