

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

**Commissoners:**

Gil Rector  
Harold Hoeflander  
Tracy Dyer

**Board of  
Directors:**

Arron B. Haynes  
Higginsville  
Board Chair

Treasurer  
Terry Thompson  
Lexington

Secretary  
Tammy Zumalt  
Waverly

Mary Borgman  
Wellington

Opal Johnson  
Mayview

Russell J. Kruse  
Concordia

Daljeet Singh  
Higginsville

Fran Atkins  
Higginsville

Jill Sutherland  
Higginsville

Tiffany Dehn,  
Children's Service  
Coordinator

**Minutes: Monday, October 24, 2016 at Lafayette County Health Department, Lower Level, Lexington, MO.**

**Arron called the meeting to order at 7:00 PM.**

**Welcome and Introductions:** The following were welcomed: Mary Borgman, Tammy Zumalt, Fran Atkins, Gil Rector, Russell Kruse, Sherri Chandra, Arron Haynes, Jill Sutherland, and Tiffany Dehn. Absent: Opal Johnson, Terry Thompson, and Daljeet Singh. A quorum was present.

**Public Comments:** The board was advised that Dr. Singh was in the hospital, and everyone wished him a speedy recovery. Sherry Chandra was there to pick up Brighter Futures' check. (It was to be delivered to her on Tuesday, October 25<sup>th</sup> at the Higginsville, MO.)

**Statement of Purpose, Mission and Values Statement:** read by Tammy Zumalt.

**Minutes:** Unfortunately, the minutes were taped over as the meeting was long during the October 10<sup>th</sup> meeting and the recorder recorded over itself. Fran and Arron will go over the agenda and prepare the minutes from that meeting.

**Purpose of Meeting:** The purpose for tonight's meeting was to make decisions concerning the Children's Service Coordinator: salary, hours, benefits, hiring, expenses, etc.

**Reviewed Board information compiled by Fran Atkins:** Fran had created a notebook about the responsibilities of non-profit boards which is the closest type of board to us. The notebook listed salaries for different positions that non-profit boards pay. It listed the responsibilities of boards. The board thanked Fran for her efforts and the information she provided to each of us for reference. Tammy presented the Board with a bound copy of the Board By-laws and Policies and Procedures that she compiled from Jackie's (previous coordinator) files.

**Reason for the Coordinator's position:** Arron acknowledged the reason for a coordinator. The coordinator will coordinate services between grantees and board, hold grantees accountable for funds and outcomes, organization, attend other children service funds meeting. There was discussion amongst the board whether the position should be part or full time, request they supplement funds with other grants that are available for our board, at least one day of posted hours.

Fran moved to set the LCCSF Coordinator as a full time position with expectations of grant writing, holding grantees accountable, providing monthly reports, posted hours, and update the board policies and bylaws when the board deems it necessary. Jill Sutherland seconded. Opal had given Tammy her proxy vote. The vote was 5 in favor and 1 against. Motion carried.

**Applicants:** A review of all applicants who showed interest in the coordinator's position. Richard Chinnery had not let it known if he was still interested in the position. Jennifer

Isdell withdrew her application as she accepted another position. Tiffany Dehn was still interested.

**Coordinator's salary and benefits:** Comparing the information provided by Fran and the Children's Service Coordinator Matrix across the state, and our funds, a discussion about the position's salary, benefits, expenses, prior coordinator's salary and benefits pkg., and mileage reimbursement rate was discussed. Fran moved that we offer the coordinator \$34,000 a year, 15% for benefits, and \$7,200 expenses (that includes the \$0.47 per mile based on Lafayette County's mileage reimbursement rate). After further discussion, Fran amended her motion to include the following: \$34,000 a year, 20% for benefits, \$7,200 expenses (which includes the \$0.47 mileage rate). The expense budget includes phone service of her choice and a computer. Jill seconded. Motion was approved unanimously.

**Children's Service Coordinator:** The board reviewed the applicants Arron mentioned earlier in the evening. Fran motioned to hire Tiffany Dehn for Lafayette County Children's Service Coordinator. Russell Kruse seconded. Opal had again given her proxy vote to Tammy. All were in favor of hiring Tiffany Dehn, and the motion carried. The board agreed that her hire date would begin as of November 14<sup>th</sup>.

Fran Atkins moved for adjournment at 8:30 and Tammy seconded. Motion carried.

**Next Meeting:** Monday, November 14th at 7 PM at Lafayette County Health Department, Lower Level.

Respectfully submitted,  
Tammy Zumalt, Secretary

Mark your calendar for upcoming LCCSB meetings:

**REMINDER:**

Monday, November 14<sup>th</sup>  
Monday, December 12<sup>th</sup>  
2017  
Monday, January 9<sup>th</sup>  
Monday, February 13<sup>th</sup>  
Monday, March 13<sup>th</sup>  
Monday, April 10<sup>th</sup>  
Monday, May 8<sup>th</sup>  
Monday, June 12th

July – No meeting  
Monday, August 14<sup>th</sup>  
Monday, September 11<sup>th</sup>  
Monday, October 9<sup>th</sup>  
Monday, November 13<sup>th</sup>  
Monday, December 11<sup>th</sup>

Retreat - TBA