

# Minutes

November 17, 2015

## Board of Directors Meeting

### Developmental Disabilities Resource Board of Clay County

Heath Roberts called the meeting to order at 6:30pm. Present at the meeting were Steve Elliott, Bob Boydston, Tom Bradley, James Gottstein, Pat Schoenrade, Gary Steinman and Heath Roberts.

#### Guests Included:

Betsy Keleher	CEADD	Casey Cyr	ESMW
Holly Wilmes	ESMW	Jill Bartlett	NEEC
Jim Huffman	CCI	Randy Hylton	VSI
Jennifer Lewis	Immac	James Landrum	TNC
Martha Jaynes	ESMW		

#### Approval of the Minutes

The minutes from the October 27, 2015 Board of Director Meeting were moved by Gary Steinman for approval and seconded by Pat Schoenrade. The motion passed unanimously.

The minutes from the November 2, 2015 Finance Committee were motioned for approval by Steve Elliott and seconded by Gary Steinman. The motion was passed unanimously.

#### Treasurer's Report

Steve Elliott presented the Treasurer's Report noting that the balance for the TCM account for October was \$846,037.17. Income for October was \$152,299.28 while expenses were 184,060.05 for a loss for the month of \$31,760.77. Year to date the TCM income is \$2,313,143.97 with expenses of \$2,081,110.83 for a year to date net of \$232,033.14.

The DDRB Balance through October is \$7,359,683.31 of assets and liabilities. For the month of October the income was \$59,836.43 and expenses were \$267,235.25 for a loss of \$207,235.35. Year to date income is \$4,757,396.14 with expenses of \$4,088,427.50 for a year to date net of \$668,968.64.

Following the report Gary moved that the Treasurer's report be accepted, Pat seconded and the motion passed unanimously.

#### **Administrative Director's Report**

Brian indicated that the Board had received an excellent report from the risk managers of insurance carriers.

Brian reported that the work with a QuickBooks consultant was going well and believed it would prove helpful. Brian also reminded the Board that shortly after the New Year the Missouri Ethics Commission would ask them to report on their status and to let him know if they had any difficulty. Brian asked the Board to confirm their e mail vote to pay the consultant. Bob asked if the person needed to be bonded. Since she will not be handling any money it was decided she did not need to be bonded. So, Steve moved for approval to pay Sonja Bennett not more than \$2,500 for consulting work. The motion was seconded by Tom and the motion passed unanimously.

#### **Committee Reports**

**Executive Committee – Heath Roberts - no report**

**Finance Committee – Steve Elliott**

Steve reviewed the agency awards and the HOPE Waiver obligation of the agency. Steve reviewed the entire budget for the year 2016 as proposed and moved that the budget be approved. Bob seconded the motion and through roll call vote the motion passed unanimously. Tom then brought forth the Capital Grant request of VSI for \$125,000 of their already approved \$150,000. This grant would purchase additional equipment and offset the costs of repairs at the North Kansas City facility.

**Services Committee – Pat Schoenrade – no report**

**Long Range Planning Committee – Gary Steinman – no report**

**Board Owned Property Committee – Alan Naylor - no report**

**Targeted Case Management Report – Anita Hartman**

**Anita gave a census update of the number of participants in the program. She also shared stories from the Halloween party held here at the DDRB Building on October 30<sup>th</sup> which was a huge success.**

**Old Business – none**

**New Business: Holiday Party set for December 8<sup>th</sup> at Stroud’s Restaurant**

**Guests Comments:**

**Randy let the Board know how pleased and impressed he was by the setting of the budget this year. He felt it was most efficient and effective for all concerned.**

**Several of the agencies expressed their thanks for the funding and the work of the Board and Brian implementing the process.**

**Adjourn:**

**The meeting adjourned at 7:40 pm.**

Respectfully submitted,

Brian O’Malley, Administrative Director