

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
February 27, 2019

The Board of Directors of CSFB met on February 27, 2019 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included: Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Allen Dillingham; Edward O'Herin; John McGovern.

Members absent: Robert Franseen, Deb Hermann and Clinton Newton

Also Present were:

Kathy Macken – Executive Director, Clay County Children's Services Fund
Sarah Forgey – Greater Kansas City Community Foundation staff

Call to Order

Ken Honeck, in Deb Hermann's absence, called the meeting to order at 8:20 a.m.

Roll Call

Thomas Peca called roll. Robert Franseen, Deb Hermann and Clinton Newton were absent and excused, all other members present.

Introductions/Announcements

None

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for February 27th, Allen Dillingham seconded the motion. The Board voted in favor 6-0.

Visitor Introductions

There were no guests present.

Approval of Minutes

The minutes from the January 16, 2019 meeting were not available. Tom Peca moved to approve the minutes at the March Board of Directors meeting. Allen Dillingham seconded the motion and the Board voted in favor 6-0.

Financial Report

Bruce Culley presented the financial report to the Board. Total sales tax income in January 2019 was \$856,768.33 resulting in a total fund balance of \$5,072,917.63 as of January 31, 2019. Mr. Culley also shared that the Tax Increment Financing (TIF) exemption was accepted, previously withheld funds were returned, and additional TIF funds will not be withheld in the future.

The final page of the financial report detailed the 2019 amended program budget. The amended budget includes revised Administrative Expenses based on actual costs. John McGovern made a motion to approve the amended budget. Bruce Culley seconded the motion and the board voted in favor 6-0.

Mr. Culley next suggested that the Board consider creating and implementing an investment strategy policy. After a discussion regarding the different types of money market and certificate of deposit (CD) options, Mr. Honeck suggested requesting a money market rate proposal from the Fund's bank, Bank Liberty. He also asked Mr. Culley and Ms. Macken to contact banks with a Clay County presence for similar proposals and to make a recommendation on investment strategy options at the March Board of Directors meeting. Ed O'Herin made a motion to approve the financial report. Tom Peca seconded the motion and the board voted in favor 6-0.

Executive Director's Report

Kathy Macken reviewed the list of membership organizations that she recently joined on behalf of the Fund. Board members suggested additional organizations including the Northland Regional Chamber of Commerce, the Smithville Chamber of Commerce and the Clay County Economic Development Council.

Ms. Macken shared that she has established a business phone number for the Fund and has found an office location at IWERX Gladstone. She is arranging for the purchase of furniture within the board approved purchasing limit. Ms. Macken also shared that the fund's attorney, Paul Campo, completed Workers' Compensation and Property Insurance forms for Midwest Public Risk (MPR). Mr. Honeck offered to reach out to the Northland Regional Chamber of Commerce regarding purchasing health insurance.

Action Items

Ms. Macken shared the Request for Proposal for 2018 audit services. The RFP will be distributed to local CPA firms via standard mail. The deadline for proposals to be submitted is March 13, 2019.

Ms. Macken then provided a summary of the three proposals received for strategic planning services. Ed O'Herin made a motion requesting that Ms. Macken contact the Greater Kansas City Community Foundation for a revised proposal to include one planning session. The Board will then confer and reach a decision via conference call. Allen Dillingham seconded the motion and the board voted in favor 6-0.

The Board next considered the slate of officers recommended by the Nominating Committee following their February 18 meeting. John McGovern made a motion to approve the Nominating Committee's slate of officer recommendations for one-year terms as set forth in the table below. Ed O'Herin seconded the motion and the board voted in favor 6-0.

Officers	
Deb Hermann	Chair
Kenneth Honeck	Vice Chair
Thomas Peca	Secretary
Bruce Culley	Treasurer

Discussion Items

The board reviewed the six logo options provided and selected the third option with a change in font and text color. Ms. Macken will provide this feedback to the designer.

Finally, Tom Peca made a motion that future Clay County Children's Services Fund Board of Directors Meetings will be cancelled if the North Kansas City School District is closed for inclement weather. John McGovern seconded the motion and the board voted in favor 6-0.

Next Meeting

The next Board of Directors meeting is to be held on March 20, 2019 at 8:00 a.m., at the Clay County Children's Services Fund offices at 7001 N Locust, Ste. D-205, Gladstone, Missouri 64118.

Adjournment

The meeting was adjourned at 10:00 a.m. with a motion by Mr. Peca, seconded by Mr. O'Herin and unanimously approved by the board 6-0.