

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
January 3, 2018

The Board of Directors of CSFB met on December 20, 2017 at 8:30 am at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, Missouri 64117. Present members included Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Allen Dillingham; Edward O'Herin; Robert Franseen; Clinton Newton; and John McGovern.

Excused absence: Deb Hermann, Chair.

Also Present were:

Payton Docheff, county staff

Tim Kristl, board counsel

Call to Order

Kenneth Honeck called the meeting to order at 8:00am. Mr. Honeck presided over the board meeting in Ms. Hermann's absence.

Allen Dillingham moved to approve the December 20, 2017 minutes. The motion was seconded by Bruce Culley and votes were cast in favor 8-0.

Notes

Mr. Kristl, CSFB counsel, was introduced to the board. Items discussed included bylaws, conflict of interest, MO Sunshine Law, and staffing.

Edward O'Herin distributed board approved bylaws and Executive Director job descriptions from the Senior Services Board of Clay County.

Schedule

The next meeting is set to be held on Wednesday, January 17, 2018 at 8:00am at NNI.

Adjourn

With no further business, Kenneth Honeck adjourned the meeting.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
January 17, 2018

The Board of Directors of CSFB met on January 17, 2018 at 8:00 am at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, Missouri 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Allen Dillingham; Edward O'Herin; Robert Franseen; Clinton Newton; and John McGovern.

Also Present were:

Nicole Brown, Assistant County Administrator for Public Services
Payton Docheff, county staff

Call to Order

Deb Hermann called the meeting to order at 8:00am.

Roll Call

Tom Peca called roll; all members were present.

Approval of Minutes

Allen Dillingham moved to approve the minutes from the January 3 meeting. John McGovern seconded the motion and the board voted in favor 9-0.

Notes

Kenneth Honeck moved to enter closed session pursuant to RSMo 610.021(3). Allen Dillingham seconded the motion and the board voted in favor 9-0.

John McGovern moved to exit closed session. Allen Dillingham seconded the motion and the board voted in favor 9-0.

Edward O'Herin moved to terminate the relationship with Tim Kristl as legal counsel to the board, effective immediately. Clinton Newton seconded the motion and the board voted in favor 9-0.

Edward O'Herin moved to retain Paul Campo as legal counsel to the board. John McGovern seconded the motion and the board voted in favor 9-0.

Clinton Newton moved to amend the Bylaw Committee from three members to four, and to include Edward O'Herin as the fourth member. Edward O'Herin seconded the motion and the board voted in favor 9-0.

Kenneth Honeck moved to amend the finance committee from three members to four, and to include Deb Hermann as the fourth member. Deb Hermann seconded the motion and the board voted in favor 9-0.

Allen Dillingham moved to approve the December 20, 2017 minutes. The motion was seconded by Bruce Culley and votes were cast in favor 9-0.

Schedule

The next meeting is set to be held on Wednesday, February 7, 2018 at 8:00am at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting. Allen Dillingham moved; Kenneth Honeck seconded; the board voted in favor 9-0.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
February 7, 2018

The Board of Directors of CSFB met on February 7, 2018 at 8:00 am at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, Missouri 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Allen Dillingham; Edward O'Herin; Robert Franseen; Clinton Newton; and John McGovern.

Also Present were:

Paul Campo, legal counsel
Nicole Brown, Assistant County Administrator for Public Services
Payton Docheff, county staff

Call to Order

Deb Hermann called the meeting to order at 8:10am.

Roll Call

Tom Peca called roll; all members were present.

Approval of Minutes

Kenneth Honeck moved to approve the minutes from the January 17 meeting. Clinton Newton seconded the motion and the board voted in favor 9-0.

Notes

Paul Campo, legal counsel, gave an introductory address to the board. Materials distributed to the board included drafts of bylaws and MO Sunshine Law policy. Also discussed: employment/staffing; financial procedures.

Schedule

The next meeting is set to be held on Wednesday, February 21, 2018 at 8:00am at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting. Edward O'Herin moved; John McGovern seconded; the board voted in favor 9-0.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
February 21, 2018

The Board of Directors of CSFB met on February 21, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Allen Dillingham; Edward O'Herin; Robert Franseen; and Clinton Newton

Members absent: Thomas Peca, Secretary; John McGovern

Also Present were:

Paul Campo – legal counsel
Payton Docheff – Clay County
Terri Wolfe, CSFB staff

Call to Order

Deb Hermann called the meeting to order at 8:05 a.m.

Roll Call

Deb Hermann called roll; Thomas Peca and John McGovern, excused, all other members present.

Approve/Amend Agenda Items

Allen Dillingham moved to approve the agenda for February 21, Kenneth Honeck seconded. Board voted in favor 7-0.

Approval of Minutes

Robert Franseen moved to approve the minutes from the February 7 meeting. Ed O'Herin seconded the motion. The board voted in favor 7-0.

Adopt Bylaws

Clinton Newton moved to approve the Bylaws with amendments as follows: Removal of "within Clay County Government" in section 1.2; and Removal of "as part of the County's external auditing process" in section 6.2, to be replaced with "as provided in state statute." Kenneth Honeck seconded. Board voted in favor 7-0.

Adopt MO Sunshine Law Policy

Allen Dillingham moved to approve the Mo Sunshine Policy, Ed O'Herin seconded. Board voted in favor 7-0.

Notes

Conflict of Interest Policy - Paul Campo, legal counsel, will draft a Conflict of Interest Policy for March 7 meeting.

Staffing – Payton Docheff will be training Terri Wolfe for staffing.

Custodian of Records – Terri Wolfe, board staff, will serve as Custodian of Records.

Public Entity Liability Coverage – Paul Campo, legal counsel, gave an introductory address and provided an example from Midwest Public Risk to review. Kenneth Honeck and Robert Franseen will continue to review.

Schedule

The next meeting to be held on Wednesday, March 7, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting. Ed O'Herin moved; Kenneth Honeck seconded; the board voted in favor 7-0.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
March 7, 2018

The Board of Directors of CSFB met on March 7, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Edward O'Herin; Robert Franseen; Thomas Peca, Secretary; John McGovern and Clinton Newton

Members absent: Allen Dillingham;

Also Present were:

Nicole Brown – Clay County
Payton Docheff – Clay County
Terri Wolfe - CSFB staff

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; Allen Dillingham, excused, all other members present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for February 21, Thomas Peca seconded. Board voted in favor 8-0.

Approval of Minutes

Robert Franseen moved to approve the minutes from the February 21 meeting, with correction (Paul Campo, legal counsel, was in attendance, but not noted in minutes). Ed O'Herin seconded the motion. The board voted in favor 8-0.

Discussion:

1) Staffing:

- a. **Northland Community Foundation – March 21, 2018.** Deb Hermann reviewed her meeting with Louise Welborn, Executive Director of Northland Community Foundation (NCF) to discuss their ability to provide some or all administrative

functions of this committee. The NCF has been invited to attend the next meeting to present.

- 2) Fiduciary Responsibility:** Clay County is only a pass-through entity for funds, so there are options as to how it is handled. The money can go to the County treasury first or the money can be deposited directly into CCCF account.

Motion: Clinton Newton made a motion that the board establish its own account for funds to be directly deposited to CCCF. John McGovern seconded the motion. The motion passed 8-0.

Discussions and research on details will be forthcoming from subcommittee: Kenneth Honeck; Robert Franseen; Bruce Culley; and Thomas Peca.

Paul Campo will be asked to apply for Federal Employee Identification Number.

- 3) Custodian of Records:**

a. custodianccsf@gmail.com

- 4) Meeting Schedule:** Beginning in April, the board will only meet the 3rd Wednesday of each month, 8:00 a.m., at NNI, 4420 NE Chouteau Trafficway, KCMO 64117.

Schedule

The next meeting to be held on Wednesday, March 21, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting. Clinton Newton moved; John McGovern seconded; the board voted in favor 8-0.

Minutes
Clay County Children's Service Fund
Finance Sub-Committee
March 16, 2018

Attending:

Deb Hermann
Ken Honeck
Tom Peca
Bruce Culley
Robert Franseen

Call to Order

Deb Hermann called the meeting to order at 1:00 p.m.

Recommendations to the Board of Directors

1. Robert Franseen moved that CCCSF Board of Directors accept the proposal (see attached) from Bank Liberty to provide banking services for the CCCSF. Second: Tom Peca. MOTION CARRIED (5- aye, 0 – nay).
2. All four officers (Chair, Vice Chair, Secretary, and Treasurer) will be approved signatures for checks.
3. Bruce Culley, Treasurer, will contact the County and find out the process for funds to be transferred to CCCSF.
4. We are still waiting for quotes from two different insurance providers. As soon as we have three quotes, a recommendation will be taken to the CCCSF Board.
5. Deb Hermann moved that the invoice, in the amount of \$1,950.00 from Kristl & Lieber be paid as soon as dollars are available. Second: Bruce Culley. MOTION CARRIED (5 – aye, 0 – nay).

Adjournment

Ken Honeck moved to adjourn at 2:10 p.m. Second: Tom Peca. MOTION CARRIED (5 –aye, 0 – nay.)

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
March 21, 2018

The Board of Directors of CSFB met on March 21, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Edward O'Herin; Robert Franseen; John McGovern and Clinton Newton

Members absent: Allen Dillingham;

Also Present were:

Louise Welborn - GKC Community Foundation
Gwen Wurst – GKC Community Foundation
Payton Docheff – Clay County
Terri Wolfe - CSFB staff

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; Allen Dillingham, excused, all other members present.

Approve/Amend Agenda Items

Kenneth Honeck moved to approve the agenda for March 21, John McGovern seconded. Board voted in favor 8-0.

Approval of Minutes

Thomas Peca moved to approve the minutes from the March 7 meeting, Kenneth Honeck seconded the motion. The board voted in favor 8-0.

GKC Community Foundation Presentation & Proposal – Louise Welborn & Gwen Wurst

- Grant Services:
 - Presentation Attached
 - Can adjust fees based on needs of board
 - Can give recommendations for search firms for Executive Director
 - Discussion on schedule of fee analysis/accounting – to be able to show value of service for the dollars spent.
- Discussion:

- Will need to review a defined contract
- Clinton Newton moved to request a contract for review from GKC Community Foundation, John McGovern seconded the motion. The Board voted in favor 8-0.

Finance Sub-Committee Recommendations (attached)

The finance Committee met on March 16 and made several recommendations (attached).

1. Bank Liberty – providing banking services. The board discussed the appearance of conflict for Vice Chair, Kenneth Honeck, who is employed by Bank Liberty. It was discussed that there is no benefit received by Kenneth Honeck for having CCCSF funds serviced by Bank Liberty. Robert Franseen moved to accept the proposal from Bank Liberty, with a conflict of interest disclosure attached to the proposal, John McGovern seconded the motion. The Board voted in favor 8-0.
2. Check signing authorization – two signature process will be the policy of CCCSF. Clinton Newton moved that all four officers (Chair, Vice Chair, Secretary, and Treasurer) will be approved signatures for checks, Ed O’Herin seconded the motion. The Board voted in favor 8-0.
3. Process for fund transfer from Clay County to CCCSF – tax money will have to go to County first (as tax money), but could come to CCCSF as automatic transfer or it would be on deposit at the County and CCCSF would periodically request funds. John McGovern moved that Bruce Culley, Treasurer, will open an account at Bank Liberty and begin the process for funds to be automatically transferred to CCCSF, Clinton Newton seconded the motion. The Board voted in favor 8-0.
4. Insurance Provider – Clinton Newton moved to follow the recommendations of Paul Campo, board attorney, to utilize Midwest Public Risk for a term not to exceed one year, John McGovern seconded the motion. The Board voted in favor 8-0.
5. Payment of Tim Kristl for services provided – Ed O’Herin moved to pay \$1,950 to Kristl & Lieber for legal services provided, Robert Franseen seconded the motion. The Board voted in favor 8-0.
6. Payment for services to Paul Campo – this was not discussed at the Finance Sub-Committee, but needs to be addressed. No billing has been received, but is expected, from Paul Campo for legal services provided. Ed O’Herin moved to pay Paul Campo, upon receipt of billing, up to \$5,000 for full or partial payment of invoice, John McGovern seconded the motion. The Board voted in favor 8-0.

Schedule

The next meeting to be held on Wednesday, April 18, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting at 9:36 a.m. Kenneth Honeck moved; Ed O’Herin seconded; the board voted in favor 8-0.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
April 13, 2018

The Board of Directors of CSFB met on March 21, 2018 at 8:00 a.m. by teleconference originating at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Edward O'Herin; John McGovern and Clinton Newton

Members absent: Allen Dillingham; Ken Honeck, Robert Franseen

Also Present were:

Terry Norwood, MPR CEO

Paul Campo, Attorney

Call to Order

Deb Hermann called the meeting to order at 10:04 a.m.

Approve/Amend Agenda Items

Ed O'Herin moved to approve the agenda, John McGovern second. Board voted in favor 6-0.

Midwest Public Risk (MPR)

After a short presentation from Terry Norwood MPR:

John McGovern moved for board approval of Resolution 18-4-1, A Resolution Approving Execution of Bylaws of Midwest Public Risk of Missouri, Ed O'Herin second. Board voted to approve Resolution 18-4-1 6 -0.

Schedule

The next meeting to be held on Wednesday, May 16, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting at 10:16 a.m. Clint Newton moved; Ed O'Herin seconded; the board voted in favor 6-0.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
April 18, 2018

The Board of Directors of CSFB met on April 18, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Edward O'Herin; John McGovern and Clinton Newton

Members absent: Allen Dillingham; Robert Franseen

Also Present were:

Nicole Brown – Clay County
Payton Docheff – Clay County
Terri Wolfe - CSFB staff

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; Allen Dillingham and Robert Franseen excused, all other members present.

Approve/Amend Agenda Items

Ed O'Herin moved to approve the agenda for April 18, Bruce Culley seconded. Board voted in favor 7-0.

Clay County School District's Presentation : Representatives from:

- Synergy Services
- Tri-County Mental Health
- Liberty School District
- Kearney School District
- Smithville School District
- Excelsior Springs School District
- North Kansas City School District

Provided a slide presentation on Childrens Service needs for their districts in Clay County. (Attached)

Clay County School Based Mental Health Program (SBMH) (Attached)

- Program Goals

Approval of Minutes

Clinton Newton moved to approve the minutes from the March 21 and meeting, John McGovern seconded the motion. The board voted in favor 7-0.

Clinton Newton moved to approve the minutes from the April 13 and meeting, Bruce Culley seconded the motion. The board voted in favor 7a-0.

Finance Report

CCCSF account has been opened at Bank Liberty. Recommendations for an accountant has been requested.

GKC Community Foundation Proposal

The committee has received an agreement proposal; reviewed by Paul Campo, Attorney. The committee reviewed the proposal and the comments of Mr. Campo.

Clinton Newton moved to approve Resolution 18-04-02, approving a services agreement with the GKCCF as modified by the changes in the April 17, 2018 1:36 p.m. email from Gwen Hurst, specifically deleting paragraph 6 on indemnification and changing the term to 12 months beginning May 15, 2018. Kenneth Honeck seconded the motion. The Board voted in favor 7-0.

MPR membership

MPR is having a board vote today to determine if CCCSF will be a member.

Staffing

A job description needs to be written for hire of an Executive Director. A recommendation was made to go to St. Charles and meet with their board members and get an idea of how their program works.

Bruce Culley will look into this visit and report back to the board.

Other Business

It was suggested that CCCSF put together their own website. A request for recommendations for website builders was made to the committee. It was suggested that we find some options and obtain bids.

Deb Hermann, Board President, received an email asking about the termination of Tim Kristl, Attorney. Deb shared her response with the board, and reported that the response was copied and pasted onto facebook comments and incurred further comments. (email attached). Ms. Hermann wanted the board to be aware of the situation in case further issues arose as a result of the initial email.

Schedule

The next meeting to be held on Wednesday, May 16, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting at 9:40 a.m.

Clinton Newton moved; Kenneth Honeck seconded; the board voted in favor 7-0.

**Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
May 1, 2018**

The Board of Directors of CSFB had a Teleconference on May 1, 2018 at 10:30 a.m., publicly posted for Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Edward O'Herin; John McGovern and Clinton Newton. (Bruce Culley was unable to connect to the teleconference, and was added in by speaker phone to the conference.)

Members absent: Allen Dillingham; Robert Franseen

Also Present were:

Terri Wolfe - CSFB staff

Call to Order

Deb Hermann called the meeting to order at 10:30 a.m.

Roll Call

Deb Hermann called roll; Allen Dillingham and Robert Franseen excused, all other members present.

Approve/Amend Agenda Items

Kenneth Honeck moved to approve agenda with addition of an agenda item, Discussion of Transfer of Funds to CCCSF, Thomas Peca seconded the motion. Board voted in favor 7-0.

Discussion of Transfer of Funds to CCCSF

Clinton Newtown moved to authorize Deb Hermann, Chair and Bruce Culley, Treasurer, to submit a budget to Clay County and/or take whatever steps necessary to allow transfer of funds to CCCSF. This action does not authorize the expenditure of any dollars except necessary legal expenses. Ed O'Herin seconded the motion. Board voted in favor 7-0.

Resolution 18-05-01

Resolution 18-05-01, Authorizing An Expense Reimbursement (This will allow Paul Campo, Counsel, to advance payment in the amount of \$1,059.59 to MPR to activate fidelity bond.)

Clinton Newton moved to approve Resolution 18-05-01, Authorizing An Expense Reimbursement, Kenneth Honeck seconded the motion. The Board voted in favor 7-0.

Schedule

The next meeting to be held on Wednesday, May 16, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting at 10:45 a.m. Clinton Newton moved; John McGovern seconded; the board voted in favor 7-0.

**Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
May 16, 2018**

The Board of Directors of CSFB met on May 16, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Edward O'Herin; Clinton Newton; and Allen Dillingham.

Members absent: John McGovern; Robert Franseen

Also Present were:

Bryce Mereness – Liberty, Missouri resident

Juliann Graves – Guardian Ad Litem for the Circuit Court of Clay County, Missouri

Terri Wolfe – CSFB staff

Sarah Forgey – Greater Kansas City Community Foundation staff

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; John McGovern and Robert Franseen excused, all other members present.

Approve/Amend Agenda Items

Clinton Newton moved to approve the agenda for May 16, Allen Dillingham seconded. Board voted in favor 7-0.

Approval of Minutes

Allen Dillingham moved to approve the minutes from the April 18 and May 1, 2018 meetings, Kenneth Honeck seconded the motion. The board voted in favor 7-0.

Finance Report

Bruce Cully submitted the CCCSF budget to the Treasurer's Office for review. Copies of the budget were passed out by Deb Hermann. Edward O'Herin moved to approve the 2018 CCCSF Budget, Allen Dillingham seconded the motion. The board voted in favor 7-0. Bruce shared that funds will be deposited monthly into the CCCSF bank account, checks will be printed and will require two officer signatures. All four officers have signatory authority.

Staffing

Deb Herrmann provided copies of possible job descriptions for the Executive Director. A recommendation was made to use a search firm to identify candidates. Allen Dillingham will contact two firms about the services that they provide. Edward O'Herin moved that the committee accept proposals from search firms to present their services at the June Board Meeting, Allen Dillingham seconded the motion. The board voted in favor 7-0.

Other Business

Guests of the meeting were invited to introduce themselves.

Schedule

The next meeting to be held on Wednesday, June 20, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann entertained a motion to adjourn the meeting at 9:46 a.m. Edward O'Herin moved; Kenneth Honeck seconded; the board voted in favor 7-0.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
June 20, 2018

The Board of Directors of CSFB met on June 20, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Edward O'Herin; John McGovern; Clinton Newton; and Allen Dillingham.

Members absent: Robert Franseen

Also Present were:

Sarah Forgey – Greater Kansas City Community Foundation staff

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; Robert Franseen was excused, all other members present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for June 20, Edward O'Herin seconded the motion. Board voted in favor 8-0.

Approval of Minutes

Clinton Newton moved to approve the minutes from the May 16, 2018 meeting, Allen Dillingham seconded the motion. The board voted in favor 8-0.

Finance Report

Bruce Cully share that the Fund has approximately \$2.4 million in the bank account. Clay County is withholding 10% of the tax collected to date as it awaits legal opinion on the impact of TIF on the funds collected. The fund received a FHLB Pledge Letter of Credit from Bank Liberty for funds exceeding \$250,000. Kenneth Honeck explained that this is a required practice to ensure that the funds are safeguarded should the bank fail.

Deb Hermann asked for a motion to pay Williams and Campo, PC's invoice in the amount of \$4,995.84 which includes Paul Campo's legal services and the board's insurance premium through May 31, 2018. Clinton Newton moved to approve payment of the Williams and Campo, P.C. invoice in the amount of \$4,995.84, Edward O'Herin seconded the motion. The board voted in favor 8-0.

Next, Deb Hermann explained that the Board is expecting an invoice from Midwest Resource Center for its insurance premium from July 1, 2018 through December 31, 2018. Deb asked for a motion to pay the Midwest Resource Center invoice when it is available in the amount of up to and including \$10,000. John McGovern moved to pay the Midwest Resource Center invoice for the Board's insurance when it is available, Edward O'Herin seconded the motion. The board voted in favor 8-0.

Staffing

Allen Dillingham shared information on two hiring firms that submitted proposals for finding the Fund's Executive Director: EFL Associates and HCAP Search. After considering the services and costs of each, John McGovern made a motion to accept the proposal from HCAP Search, Bruce Culley seconded the motion. The board voted in favor 8-0. Allen Dillingham will invite Ms. Jennifer Furla of HCAP Search to the July 18 meeting of the board.

Deb Hermann invited the board to consider what experience and skills they want in an executive director and shared a handout of possible qualifications. A steering committee was formed to meet with Ms. Furla to begin preparing for the executive director search prior to the next board meeting. Allen Dillingham, Kenneth Honeck, John McGovern, Ed O'Herin and Bruce Culley volunteered to serve on the Executive Director Hiring Committee. All board members will be informed of committee meetings ahead of time and NNI will notify the public of committee meetings 24 hours before the meeting.

North Kansas City TIF

Deb Hermann provided members of the board with copies of the letter notifying the Fund of a public hearing regarding the North Kansas City Tax Increment Financing (TIF) Plan on July 10. Allen Dillingham will provide the board with a list of the TIFs that impact the Fund. Deb Hermann suggested appointing a member of the board to attend future TIF meetings.

Other Business

Bruce Culley announced that he will email board members with check signing authority when he has checks prepared that require signatures. Checks will be signed at NNI as needed.

Schedule

The next meeting to be held on Wednesday, June 18, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann adjourned the meeting at 9:04 a.m.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
July 18, 2018

The Board of Directors of CSFB met on July 18, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Cully, Treasurer; Thomas Peca, Secretary; Robert Franseen, Edward O'Herin; John McGovern; Clinton Newton; and Allen Dillingham.

Also Present were:

Sarah Forgey – Greater Kansas City Community Foundation staff
Jennifer Furla – HCAP Search
Dean Olson – The Family Conservancy

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; all members present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for July 18, Allen Dillingham seconded the motion. Board voted in favor 9-0.

Approval of Minutes

Clinton Newton moved to approve the minutes from the June 20, 2018 meeting, Kenneth Honeck seconded the motion. The board voted in favor 9-0.

Finance Report

Bruce Cully shared that the Fund received approximately \$980,000 in June, bringing the balance to approximately \$3.6 million. He estimates that the Fund will receive an additional \$3 million over the next five months. John McGovern made a motion to approve the Finance Report, Ed O'Herin seconded the motion. The board voted in favor 9-0.

2019 Budget

Deb Hermann shared copies of a letter from the Clay County Administrator and Chief Budget Officer requesting a 2019 budget for the fund by Friday, July 27, 2018. Deb provided the members of the board with a draft 2019 budget that includes projected revenues of \$5,025,000, expenses of \$3,933,000 and reserves of \$1,092,000. Bruce Cully suggested that projected revenues be increased by \$1 million to reflect the current trend. Clinton Newton made a motion to approve the draft budget with the addition of \$1 million added to revenues and distributed in expenses. John McGovern seconded the motion, board voted in favor 9-0.

North Kansas City TIF

Next, Deb Hermann shared that the Board may notify the county treasurer that they withhold consent to the Fund being the subject of a Tax Increment Financing (TIF) project. Deb distributed the resolution for the Board's review. Ed O'Herin made a motion to adopt and approve the resolution to withhold

consent to the capture of the Fund's sales tax by a TIF project. John McGovern seconded the motion, board voted in favor 9-0.

Executive Director Search

Jennifer Furla of HCAP Search distributed copies of an Executive Director search timeline and explained that the timeline begins immediately with one month of preparation prior to the position description being advertised on August 20, 2018. Ms. Furla explained that the board will be invited to review the Executive Director's job description at its next monthly meeting. She also shared that the other Children Services Funds in Missouri have offered their support to Clay County with either the executive director search or any other business.

Bruce Culley noted that the Fund will end the year with a large balance. Deb Herman responded that the Board will work with the Community Foundation to explore possible grantmaking processes. She also suggested that future grantmaking include the opportunity for addressing emergency needs in the community. Bruce noted that the Board should consider developing reimbursement for services contracts rather than upfront granting of funds as the former allows for greater oversight. The Community Foundation was invited to provide a grantmaking process recommendation at the next meeting of the Board.

Deb Hermann provided members of the board with copies of the letter notifying the Fund of a public hearing regarding the North Kansas City Tax Increment Financing (TIF) Plan on July 10. Allen Dillingham will provide the board with a list of the TIFs that impact the Fund. Deb Hermann suggested appointing a member of the board to attend future TIF meetings.

Other Business

Deb Hermann suggested that the members of the board reach out to stake holders regarding its activities. Stake holders may include Northland chambers, clergy groups or rotaries as well as the school districts.

Guests

Dean Olson, President and CEO of The Family Conservancy introduced himself as a guest to the meeting. When invited to comment on the meeting, Mr. Olson suggested that the Board develop a statement as to why limited money was spent in 2018 including the importance of being good financial stewards of the Fund. Mr. Olson agreed with the board's desire to outreach to the community and suggested that an Executive Director with experience in mental health services and reimbursements would be helpful.

Schedule

The next meeting to be held on Wednesday, August 15, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann asked for a motion to adjourn the meeting. A motion to adjourn was made by Clinton Newton, with a second by Bruce Cully. The board voted in favor 9-0 to adjourn the meeting at 9:00 am.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
August 15, 2018

The Board of Directors of CSFB met on August 15, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Robert Franseen, Edward O'Herin; John McGovern; and Clinton Newton.

Members absent: Allen Dillingham

Also Present were:

Sarah Forgey – Greater Kansas City Community Foundation staff
Sandy Clark – Clay County Resident
Dean Olson – The Family Conservancy

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; Allen Dillingham was excused, all other members present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for August 15, Robert Franseen seconded the motion. Board voted in favor 8-0.

Visitor Introductions

Ms. Sandy Clark, a resident of Clay County, introduced herself as a guest of the meeting. Ms. Clark expressed an interest in the work of the Board.
Mr. Dean Olson, President and CEO of The Family Conservancy, also introduced himself as a guest to the meeting.

Approval of Minutes

Kenneth Honeck moved to approve the minutes from the July 18, 2018 meeting, John McGovern seconded the motion. The board voted in favor 8-0.

Finance Report

Bruce Cully shared that the Fund received approximately \$688,910 in July, bringing the balance to approximately \$4.2 million. The Fund has received two requests for distributions; one from the Greater Kansas City Community Foundation in the amount of \$7,550 and one from HCAP Search in the amount of \$5,000. Mr. Cully suggested that the Fund request that vendors submit a summary of services provided with invoices. Following this suggestion, Clinton Newton made a motion to approve the disbursements, Thomas Peca seconded the motion. The board voted in favor 8-0.

Executive Director Search

Deb Hermann distributed copies of the Executive Director position announcement as drafted by HCAP Search. The board reviewed the announcement and suggested that the deadline for applicants to receive priority consideration be October 1, 2018 to allow for an anticipated December 2018 hire. The Executive Director Search Committee will review the announcement once more before giving HCAP Search permission to run it with the suggested change.

Request for Proposals and Grant Process

The Board reviewed two handouts from the Greater Kansas City Community Foundation, a Request for Proposal timeline and a list of grant process considerations. Deb Herrman, Kenneth Honeck, Clinton Newton, Thomas Peca, John McGovern, Ed O'Herin and Robert Franseen volunteered to serve on a Grants Committee. The first committee meeting was scheduled for August 29, 2018 at 8:00 a.m. at NNI. Deb Herrman will invite a representative from the Clay County School Districts who attended the April 2018 board meeting. Ms. Hermann also asked Ms. Forgey to share grant application and report examples with the committee.

Other Business

Upcoming Children's Services Fund presentations include Kenneth Honeck at a meeting of the Liberty Rotary Club and Thomas Peca at the Smithville School District meeting.

Deb Hermann shared that she notified the Clay County auditor that the board resolved to withhold consent to the Fund being the subject of a Tax Increment Financing (TIF) project. Ms. Hermann has yet to receive a response from the county.

Schedule

The next meeting to be held on Wednesday, September 19, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, Deb Hermann asked for a motion to adjourn the meeting. A motion to adjourn was made by Kenneth Honeck, with a second by Edward O'Herin. The board voted in favor 8-0 to adjourn the meeting at 9:00 am.

Minutes
Children's Service Fund Board of Directors
CSFB Request for Proposals/Grants Subcommittee Meeting
August 29, 2018

The Board of Directors' Grants Subcommittee of CSFB met on August 29, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Thomas Peca, Secretary; Robert Franseen, Edward O'Herin; John McGovern; and Clinton Newton.

Also Present were:

Beth Heide – Liberty Public Schools
Perry Hilvitz – North Kansas City Schools
Janelle Porter – North Kansas City Schools
Andrea Ambrosion - Smithville Public Schools
Tracy Platt – Smithville Public Schools
Lori Wheelhouse – Tri County Mental Health
Sarah Forgey – Greater Kansas City Community Foundation staff

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; all members of the committee present.

Approve/Amend Agenda Items

Kenneth Honeck moved to approve the agenda for August 29, John McGovern seconded the motion. Motion carried 7-0.

Visitor Introductions

Deb Hermann invited the guests present to introduce themselves. Following introductions, guests and committee members discussed areas of need within Clay County schools that CSF could support with a one-time grant opportunity in 2018. Following the discussion, Deb Hermann asked representatives from the school districts to expect an invitation for proposals within the next thirty days. Deb Hermann thanked the guests for participation in the discussion and they exited the meeting.

Request for Proposals and Grant Process

Members of the committee reviewed a draft grant application and report form from the Greater Kansas City Community Foundation. Committee members were invited to suggest edits to the application. The following will be presented to the board for review at the September 19, 2018 board meeting:

- Request for Proposal Application;
- RFP Timeline including a deadline for proposals on October 15 and funding decisions made by the board by November 1;
- Funding allocation of \$3 million for one-time grants to school districts in 2018;
- Funds may be used by the end of the 2019/2020 school year, although preference will be given to those projects that will meet immediate needs;

Ms. Hermann asked the Community Foundation to provide an optional application information session prior to the deadline.

Schedule

The next meeting of the board of directors will be held on Wednesday, September 19, 2018 at 8:00 a.m., at NNI.

Adjourn

With no further business, the Grants Subcommittee meeting adjourned at 9:30 a.m.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
September 19, 2018

The Board of Directors of CSFB met on September 19, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Robert Franseen, Allen Dillingham; Edward O'Herin; John McGovern; and Clinton Newton.

Also Present were:

Sarah Forgey – Greater Kansas City Community Foundation staff
Afton Baxter – Greater Kansas City Community Foundation staff
Dean Olson – The Family Conservancy
Nancy Atwater – Preferred Family Healthcare
Kathy Edwards – Rachel House Pregnancy Resource Centers, Inc.
Cassie Sipos – Metropolitan Lutheran Ministry
Brenda Lesan – Salvation Army-Kansas & Western Missouri Divisional Headquarters
Tom Petrizzo – Tri-County Mental Health Services, Inc.
Carol Grimaldi– Cornerstones of Care

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; all members were present.

Approve/Amend Agenda Items

Thomas Peca moved to approve the agenda for September 19, Allen Dillingham seconded the motion. Board voted in favor 9-0.

Visitor Introductions

The following introduced themselves as guests of the meeting:

- Dean Olson – The Family Conservancy
- Nancy Atwater – Preferred Family Healthcare
- Kathy Edwards – Rachel House Pregnancy Resource Centers, Inc.
- Cassie Sipos – Metropolitan Lutheran Ministry
- Brenda Lesan – Salvation Army-Kansas & Western Missouri Divisional Headquarters
- Tom Petrizzo – Tri-County Mental Health Services, Inc.
- Carol Grimaldi– Cornerstones of Care

Approval of Minutes

After noting a spelling correction to his name, Clinton Newton moved to approve the minutes from the August 15, 2018 meeting, John McGovern seconded the motion. The board voted in favor 9-0.

Finance Report

Bruce Cully shared that the Fund now has a balance of approximately \$5.2 million. The Fund has no outstanding bills to be paid. Deb Hermann shared that the attorneys are currently researching if the Fund needs to pay tax increment financing (TIF). Clinton Newton recommended that the Fund not pay TIF until told otherwise. John McGovern made a motion to approve the financial report, Robert Franseen seconded the motion. The board voted in favor 9-0.

Executive Director Search

A schedule of Subcommittee meetings and Interviews was provided to all Board members. Kenneth Honeck shared that there are currently 27 contacts that have been suggested for the Executive Director position. On October 10, 2018, the Subcommittee will evaluate the 27 contacts on paper, and decide on a smaller number to interview in person. October 24 and 25 will be in-person interview dates, and November 9, 2018 the interview date for final candidates. Deb Hermann said that she will check with Jennifer Furla at HCAP Search about the dates and times written on the schedule to ensure accuracy, and get back with the rest of the Board with definite dates and times for interviews and evaluations.

RFP & Grant Process

Sarah Forgey presented about the grant that will be hosted by the Greater Kansas City Community Foundation. The Board made final decisions on eligibility requirements, application questions and funding regulations. The Board collectively agreed that the launch date for the grant will be September 20, 2018, sent by invitation to Clay County school districts through email from Sarah Forgey. The grant will close October 15, 2018. Allen Dillingham moved to approve the Grant Process, and Thomas Peca seconded the motion.

Other Business

The Board discussed rescheduling the upcoming November 21, 2018 Board meeting, in observation of the Thanksgiving holiday. November 9, 14 and 28 were suggested as possible new dates. Deb Hermann and Allen Dillingham will deliberate and get back with the Board about a new November meeting date.

Schedule

A meeting of the Grants Committee will be held on Wednesday, October 10, 2018 at 8:00 a.m., at NNI. The next Board of Directors meeting to be held on Wednesday, October 17, 2018 at 8:00 a.m., at NNI.

Adjournment

Clinton Newton moved to adjourn the meeting, Kenneth Honeck seconded the motion. The meeting was adjourned at 9:00 a.m.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
October 17, 2018

The Board of Directors of CSFB met on October 17, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Robert Franseen, Allen Dillingham; Edward O'Herin; and Clinton Newton.

Members absent: John McGovern

Also Present were:

Sarah Forgey – Greater Kansas City Community Foundation staff
Afton Baxter – Greater Kansas City Community Foundation staff
Jennifer Furla – HCAP Search
Nancy Atwater – Preferred Family Healthcare
Sandy Clark – Citizen of Clay County
Tom Petrizzo – Tri-County Mental Health Services, Inc.
Carol Grimaldi– Cornerstones of Care

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll; John McGovern was excused, all other members present.

Approve/Amend Agenda Items

Kenneth Honeck moved to approve the agenda for October 17th, Clinton Newton seconded the motion. Board voted in favor 8-0.

Visitor Introductions

The following introduced themselves as guests of the meeting:

- Nancy Atwater – Preferred Family Healthcare
- Sandy Clark – Citizen of Clay County
- Tom Petrizzo – Tri-County Mental Health Services, Inc.
- Carol Grimaldi– Cornerstones of Care
- Jennifer Furla – HCAP Search

Approval of Minutes

Kenneth Honeck moved to approve the minutes from the September 19, 2018 meeting, Edward O'Herin seconded the motion. The board voted in favor 8-0.

Finance Report

Bruce Culley shared an email from Ted Graves regarding sales tax collections. The Board authorized Clinton Newton to work with the Board's legal counsel to come to a conclusion for the TIF issue, and pay if necessary. Thomas Peca made a motion to approve the financial report, Edward O'Herin seconded the motion. The board voted in favor 8-0.

RFP & Grant Process

Sarah Forgey presented the Board with summaries of the five grant applications that were submitted, totaling \$3,134,595.00 requested. The Board decided to leave the application open for Missouri City to also apply. The application to be submitted by Missouri City will be reviewed at the November meeting. Sarah Forgey will draft a grant agreement for each grantee that Bruce Culley and Clinton Newton will review. Clinton Newton moved to approve awarding the full amounts requested by the five organizations, and Kenneth Honeck seconded the motion. The board voted in favor 8-0 for the awardees of 2018 to include:

Excelsior Springs School District #40, \$300,000

Kearney R-1 School District, \$253,575

Liberty Public Schools, \$900,000

North Kansas City Schools, \$1,500,000

Smithville R-II School District, \$181,020

Meeting Schedule

The Board discussed rescheduling the upcoming November 21, 2018 Board meeting, and cancelling the December 19, 2018 meeting, in observation of holidays. Clinton Newton raised the question of when various board members' appointments would end, and it was unanimously decided that the Board needs to check with Clay County about appointments before cancelling the last meeting of 2018. Kenneth Honeck made a motion to approve the rescheduled meeting date of November 28, 2018, and Robert Franseen seconded the motion. The board voted in favor 8-0.

Executive Director Search

Deb Hermann recused herself prior to the Executive Director Search discussion. Allen Dillingham shared that 11 people were considered for the Executive Director position, and the committee has narrowed the search to five candidates. The committee will hold the first round of interviews on October 24th and 25th. Board members were asked by Jennifer Furla to sign an RSVP list as to whether or not they would be attending the interviews. The top two finalists will be interviewed on November 9, 2018, in a morning session. Jennifer Furla presented edits to the Executive Director job description. Kenneth Honeck made a motion to approve, and Thomas Peca seconded the motion. The board voted in favor 8-0.

Other Business

Robert Franseen asked for opinions on sharing in a word of prayer at the meeting, because of the important nature of the Board's search for an Executive Director. Clinton Newton advised that sharing in prayer is legally permissible, but that it should not be made mandatory on the agenda. Allen Dillingham suggested an optional prayer time led by Robert Franseen following the meeting.

Next Meeting

The next Board of Directors meeting to be held on November 28, 2018 at 8:00 a.m., at NNI.

Adjournment

Kenneth Honeck moved to adjourn the meeting, Clinton Newton seconded the motion. The meeting was adjourned at 9:15 a.m.

Minutes
Children's Service Fund Board of Directors
CSFB Board Meeting
November 28, 2018

The Board of Directors of CSFB met on November 28, 2018 at 8:00 a.m. at the Northland Neighborhoods, Inc. Conference Room, 4420 NE Chouteau Trafficway, Kansas City, MO 64117. Present members included Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Bruce Culley, Treasurer; Thomas Peca, Secretary; Robert Franseen, Allen Dillingham; John McGovern; Edward O'Herin; and Clinton Newton.

Also Present were:

Sarah Forgey – Greater Kansas City Community Foundation staff
Afton Baxter – Greater Kansas City Community Foundation staff
Jennifer Furla – HCAP Search
Nancy Atwater – Preferred Family Healthcare
Carol Grimaldi– Cornerstones of Care

Call to Order

Deb Hermann called the meeting to order at 8:00 a.m.

Roll Call

Thomas Peca called roll, all members were present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for November 28th, Robert Franseen seconded the motion. Board voted in favor 9-0.

Visitor Introductions

The following introduced themselves as guests of the meeting:

- Nancy Atwater – Preferred Family Healthcare
- Carol Grimaldi– Cornerstones of Care

Approval of Minutes

John McGovern moved to revise the October 17, 2018 minutes to include the names of each grantee, and Bruce Culley seconded the motion. The board voted in favor 9-0.

Finance Report

Bruce Culley presented the financial report to the Board. Expenditures included \$587.50 from the fund, which was exhibited on handouts to the Board. After all grants are paid out of the fund before the end of 2018, the projected balance will be \$3 million. John McGovern moved to approve the financial report, and Ed O'Herin seconded the motion. The board voted in favor 9-0.

TIF Deductions

Clinton Newton presented research he had done, with the help of the Board's attorney, on the topic of TIF deductions. He quoted Mo. Rev. Stat. § 67.1776., which states that TIF must be reimbursed by the county, if the fund is required to pay. The Board's attorney is waiting for a response regarding the county's decision on whether or not the fund should be required to pay the TIF. Deb Hermann asked

that Clinton Newton contact county commissioners while the Board waits for a decision from the Clay County Treasurer.

RFP & Grant Process

Ed O'Herin moved to approve the grant request received in mid-November from the Missouri City School District in the amount of \$50,000, and John McGovern seconded the motion. The board voted in favor 9-0. Checks will be presented to all six awardees by the end of 2018.

The Board moved their attention to the grant agreements. Bruce Culley recommended that more revisions be made to the grant agreements before they are finalized. Deb Hermann asked that board members send their recommended changes to her, and she would work with Clinton Newton to finalize a grant agreement. Once the grant agreements are finalized, the board agreed to invite one representative from each school district to NNI to get the agreements signed and checks presented. Allen Dillingham moved to approve the ongoing revising of the grant agreements, and Kenneth Honeck seconded the motion. The board voted in favor 9-0.

Executive Director Search

Allen Dillingham moved to hold a closed session with the Board to discuss the Executive Director Search in detail. John McGovern seconded the motion, and the Board moved into closed session.

Clinton Newton moved to conclude the closed session, and Allen Dillingham seconded the motion.

Upon the Board's return to public session, Allen Dillingham moved to approve the decision to select Kathy Macken as the new Executive Director of the Clay County Children's Services Fund, and John McGovern seconded the motion. The board voted in favor 9-0.

Meeting Schedule

The Board confirmed that there would be no meeting in December.

Other Business

Kenneth Honeck will lead an election committee, with John McGovern, Ed O'Herin, Allen Dillingham and Thomas Peca, to appoint board positions for 2019. Clinton Newton announced that all current board members with terms expiring in December 2018 will be reappointed to three year terms, and will be sworn in at the January meeting.

Next Meeting

The next Board of Directors meeting to be held on January 16, 2019 at 8:00 a.m., at NNI.

Adjournment

John McGovern moved to adjourn the meeting, and Allen Dillingham seconded the motion. The meeting was adjourned at 9:50 a.m.