

**Minutes  
Children's Services Fund Board of Directors  
CSFB Board Meeting  
May 15, 2019**

**The Board of Directors of CSFB** met on May 15, 2019 at 8:30 a.m. at 7001 North Locust, Suite A-100, Gladstone, Missouri, 64118. Present members included: Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Thomas Peca, Secretary; Bruce Culley, Treasurer; Clinton Newton; Allen Dillingham; Edward O'Herin; John McGovern; Pastor Robert Franseen.

**Also Present were:**

Kathy Macken – Executive Director, Clay County Children's Services Fund  
Sarah Forgey – Greater Kansas City Community Foundation staff  
Afton Baxter – Greater Kansas City Community Foundation staff  
Carla Grimaldi – Cornerstones of Care  
Kathy Harms – Crittenton Children's Center  
Holly Wilmes – Easterseals Midwest  
Beth Heide – Liberty Public Schools  
Jessica Meisenheimer, Ph.D. – Liberty Public Schools  
Nancy Atwood – Preferred Family Healthcare  
Dean Olson – The Family Conservancy  
Janice Storey – Tri-County Mental Health Services  
Cassidy Cours – Synergy Services  
Gwen O'Brien – Synergy Services  
Stephen Duke – Synergy Services

**Call to Order**

Deb Hermann called the meeting to order at 8:30 a.m.

**Roll Call**

Thomas Peca called roll. All members were present.

**Approve/Amend Agenda Items**

Kenneth Honeck moved to approve the agenda for May 15<sup>th</sup>, Allen Dillingham seconded the motion. The Board voted in favor 9-0.

**Visitor Introductions**

Individuals introduced themselves as visitors at the meeting.

**Approval of Minutes**

John McGovern moved to approve the minutes from the April 19, 2019 meeting. Pastor Robert Franseen seconded the motion and the Board voted in favor 9-0.

**Financial Report**

Bruce Culley presented the financial report to the Board. Total sales tax income in April 2019 was \$723,354.55 resulting in a total fund balance of \$7,311,456.82 as of April 30, 2019. Mr. Culley also highlighted the new money market account represented in April's balance sheet. Mr. Culley shared that April comprised ongoing expenses totaling \$13,802.29, which included two month's rent and salaries,

making the total net income for April 2019 \$713,827.65. Currently, the fund's operational expenses, excluding rent and salaries, are being paid with earned interest on the fund. The board agreed that at each monthly board meeting, Mr. Culley will provide a monthly profit and loss report. Allen Dillingham made a motion to approve the financial report. Ed O'Herin seconded the motion and the board voted in favor 9-0.

#### **Executive Director's Report**

Ms. Macken announced that the Clay County Children's Services Fund now has an official website where meeting minutes will be posted. The web address is [www.claycokids.org](http://www.claycokids.org).

Next, Ms. Macken shared that she had met with directors of other children's services funds in Missouri and learned that most support small amounts of administrative costs to help organizations provide better services to children. The board discussed the importance of staying updated on legislation decisions in relation to funding for services to children.

#### **Liberty School District Presentation**

Liberty Public School District Assistant Superintendent of Academic Services, Dr. Beth Heide, and Director of Special Services, Ms. Jessica Meisenheimer, presented to the board how the school district has used the 2018 awarded funds to date. Following the presentation, Dr. Heide and Ms. Meisenheimer answered questions from the board. Guests also shared how their organizations have worked with Liberty Public School District on the funded project. At the request of Mr. Newton, Ms. Meisenheimer shared a success story from one of the district's schools. With no further questions, Ms. Hermann thanked Dr. Heide and Ms. Meisenheimer for their report.

#### **Action Items**

Bruce Culley lead the discussion on selecting an auditor for the fund's 2018 financials. He described the proposals sent from Accounting Solutions and Ralph C. Johnson & Company, P.C. Kenneth Honeck moved to approve the proposal from Ralph C. Johnson & Company, P.C. to conduct the 2018 audit, and John McGovern seconded the motion. The board voted in favor 9-0.

The discussion then moved to the consideration of the Fund's office holiday schedule. Ms. Macken provided lists of Clay County's holiday closings versus federal holiday closings for the board to consider. Allen Dillingham moved to adopt Clay County's holiday closings for the Fund's office, and Kenneth Honeck seconded the motion. The board voted in favor 9-0.

Ms. Macken shared with the board her request for a life insurance policy to be in place for the fund's staff. She shared quotes for a plan provided by Banner Life Insurance of \$34.87 per month. Kenneth Honeck moved to approve a life insurance plan from Banner Life Insurance, and John McGovern seconded the motion. The board voted in favor 9-0.

#### **Discussion Items**

Next, Ms. Macken informed the board that their materials include the first quarterly reports from the school districts who received funds in 2018. Ms. Macken also noted that the board received the Strategic Planning Session Summary and provided an update on the items for follow-up listed in the summary. The Letter of Interest deadline was May 13, 2019. Ms. Macken shared that she conducted an information session for interested applicants on Tuesday, May 7 with staff from the Greater Kansas City Community Foundation. The board received a list of the Letters of Interest submitted by the deadline.

**Other Business**

Deb Hermann invited the guests present to contact her or Kathy Macken with any questions concerning the Children's Services Fund.

**Next Meeting**

The next Board of Directors meeting is to be held on June 19, 2019 at 7001 N Locust, Gladstone, Missouri 64118 at 8:30 a.m.

**Adjournment**

The meeting was adjourned at 9:20 a.m. with a motion by Kenneth Honeck, seconded by Ed O'Herin and unanimously approved by the board 9-0.