

Minutes
Children's Services Fund Board of Directors
CSFB Board Meeting
July 17, 2019

The Board of Directors of CSFB met on July 17, 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; Allen Dillingham; Edward O'Herin; John McGovern; Pastor Robert Franseen.

Members absent: Clinton Newton

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
Carol Grimaldi – Cornerstones of Care
Susan Pinne – Crittenton Children's Center
Jessica Meisenheimer, Ph.D. – Liberty Public Schools
Nancy Atwater – Preferred Family Healthcare
Amy Sielaff – Promise 1000
Stephanie Dark – Synergy Services
Dean Olson – The Family Conservancy
Lori Wheelhouse – Tri-County Mental Health Services
Shannon Hallauer – Tri-County Mental Health Services
Janice Storey – Tri-County Mental Health Services

Call to Order

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

Roll Call

Thomas Peca called roll. Clinton Newton was excused from the meeting. All other members were present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for July 17th, Kenneth Honeck seconded the motion. The Board voted in favor 8-0.

Visitor Introductions

Individuals introduced themselves as visitors at the meeting.

Approval of Minutes

Kenneth Honeck moved to approve the minutes from the June 19, 2019 meeting. Pastor Robert Franseen seconded the motion and the Board voted in favor 8-0.

Financial Report

Bruce Culley presented the financial report to the Board. Total sales tax income in June 2019 was \$941,294.35 resulting in a total fund balance of \$8,794,644.15 as of June 30, 2019. Mr. Culley shared

that June comprised expenses totaling \$19,701.99 including some one-time marketing expenses, making the total net income for June 2019 \$929,050.61. Mr. Culley also shared that a draft of the 2018 Audit had been prepared and the finance committee would meet to discuss the audit. Ed O'Herin made a motion to approve the financial report. John McGovern seconded the motion and the board voted in favor 8-0.

Executive Director's Report

Ms. Macken shared about various meetings she had attended in June, including the Nonprofit Connect Executive Director Breakfast Series and the Northland Coalition meeting. Ms. Macken shared that a master password list for all fund accounts has been created and is in her possession.

Ms. Macken expressed the need to discuss the development of a Personnel Policy. She shared copies of the sick leave and vacation policies for discussion later in the meeting.

After further review at the June meeting, Ms. Macken contacted agencies with projects removed from the list of applications under consideration. Ms. Macken will review full application narratives provided by the Greater Kansas City Community Foundation by August 5th, in advance of the next monthly meeting.

Ms. Macken shared a request from Synergy regarding their contracts to provide services within the school districts. The board agreed that discussions regarding funding to continue collaborative programming should be handled by school districts, the original grantees, per their memorandum of understandings with their partners.

Other Business

Ms. Macken shared with the board that the Liberty School District recently requested that their 2018 funding be reallocated from consumables to suicide awareness. Less than 10 percent of the total grant would be reallocated, which abides by the statute and grant agreement. The board agreed that as the executive director, Ms. Macken has the authority to approve deviations and report back to the board when they occur. The board agreed to make a policy for project deviations at the next scheduled board meeting. John McGovern made a motion to approve the fund's executive director to make decisions on deviations. Allen Dillingham seconded the motion and the board voted in favor 8-0.

Action Items

Bruce Culley opened the discussion for creating a Reserve Policy and provided the board with examples. The board discussed the benefits of having a reserve to maintain funding increases, even in times of economic downfalls and for the potential usage for county emergency situations. The board discussed reserving a percentage of expenditures each year which would also cover operational expenses. Kenneth Honeck made the motion to reserve \$1.5 million annually and for the board to review the reserve annually. John McGovern seconded the motion and the board voted in favor 8-0. Bruce Culley left the meeting.

Smithville School District Presentation

Andrea Ambroson, Director of Special Services and Student Services for the Smithville School District presented to the board how the school district has used approximately \$111,000 of the 2018 awarded funds to date. Following the presentation, Ms. Ambroson answered questions from the board. Ms.

Ambrosion shared recent success stories and testimonials, and emphasized the district's goal to normalize mental health needs. With no further questions, Ms. Hermann thanked Ms. Ambrosion for the report. Allen Dillingham left the meeting.

Discussion Items

Ms. Macken shared ~~a proposed Personnel Policy~~ proposed sick and vacation leave policies with the board. The board agreed to create a committee to discuss the proposal. John McGovern will chair the committee, which will also include Deb Hermann and Kenneth Honeck. Allen Dillingham and Client Newton will be notified of the committee formation.

Next Ms. Macken shared statistics of Free and Reduced Lunch percentages in Clay County. She also shared statistics on grandparents who were primary caregivers to children under 18 years of age in 2016 and 2017 within Clay County.

Next Meeting

The next Board of Directors meeting is to be held on August 21, 2019 at 7001 N Locust, Gladstone, Missouri 64118 at 8:30 a.m.

Adjournment

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