

**Minutes**  
**Children's Services Fund Board of Directors**  
**CSFB Board Meeting**  
**October 16, 2019**

**The Board of Directors of CSFB** met on October 16, 2019 at 8:30 a.m. at 7001 North Locust, Suite A-100, Gladstone, Missouri, 64118. Present members included: Deb Hermann, Chair; Thomas Peca, Secretary; Bruce Culley, Treasurer; Allen Dillingham; Clinton Newton; Edward O'Herin; John McGovern.

Members absent: Kenneth Honeck and 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  
Heather Heaster – Crittenton Children's Center  
Holly Wilmes – Easterseals Midwest  
Dean Olson – The Family Conservancy  
Paula Neth – The Family Conservancy  
Janice Storey – Tri-County Mental Health Services  
Lori Wheelhouse – Tri-County Mental Health Services  
Shaney Othic – Northland Therapeutic Riding Center  
Jenny Brown – Northland Therapeutic Riding Center  
Sandi Clark – Clay County Resident  
Dennis Meyer – Synergy Services  
Carol Grimaldi – Cornerstones of Care

**Call to Order**

The October 16, 2019 meeting start time was intentionally delayed, as the meeting was not publicly posted until six minutes past the required notification timeframe. Deb Hermann called the meeting to order at 8:36 a.m.

**Roll Call**

Thomas Peca called roll. Kenneth Honeck and Pastor Robert Franseen were excused from the meeting. All other members were present.

**Approve/Amend Agenda Items**

John McGovern moved to approve the agenda for October 16<sup>th</sup>, Thomas Peca seconded the motion. The Board voted in favor 7-0.

**Visitor Introductions**

Individuals introduced themselves as visitors at the meeting.

**Approval of Minutes**

Clinton Newton moved to approve the minutes from the September 18, 2019 meeting. John McGovern seconded the motion and the Board voted in favor 7-0.

### **Financial Report**

Bruce Culley presented the financial report to the Board. Total sales tax income in September 2019 was \$1,078,909.13 resulting in a total fund balance of \$10,818,392.91 as of September 30, 2019. Mr. Culley shared that revenue exceed total expenses for September. Expenses totaled \$494,854.58, making the total net income for September 2019 \$590,913.92. Ed O'Herin made a motion to approve the financial report. Allen Dillingham seconded the motion and the board voted in favor 7-0.

Mr. Culley also presented the board with copies of the 2018 Independent Auditor's Report.

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

Ms. Macken shared about events and meetings she attended in September, including site visits to the Northland Therapeutic Riding Center, Missouri City School District and the Kearney School District.

Ms. Macken presented the board with a breakdown of organizations funded starting September 1, 2019 and the program areas the projects are classified under. There is approximately \$8 million not committed which the board agreed would be used in the future.

### **Action Items**

Ms. Macken provided the board with an overview of funds requested by the currently funded school districts to extend programs into the new funding cycle. All funded school district contracts will be extended up to seven months to continue using previously awarded funds. The Excelsior Springs School District requested an additional \$150,000 for proposed services in the extension period. The Smithville School District requested an additional \$15,000 for proposed services and also requested to reallocate \$30,000 of the original funding towards a case management program during the extension period. If all awarded funds are not spent by June 30, 2020, the funds must be returned to the Clay County Children's Services Fund per the grant agreements. Ed O'Herin made a motion to approve the additional funds requested by both schools and approve the reallocation of original funding to the Smithville School District. Allen Dillingham seconded the motion and the board voted in favor 7-0.

Next, the board discussed the 2019 grant requests from Synergy Services. Ms. Macken recommended funding the Safe & Resilient Children proposal at \$345,000 to be spent on the Children's Center Therapy, Domestic Violence Center Children's Therapy, Children's Advocacy Center and Children in Need of Complex System Response programs. Ms. Macken also recommended funding the Resilient Youth Program proposal at \$439,375 to be spent on the Youth Resiliency Center's Mental Health Clinic, Transitional Living Program and Maternal Group Home. Ed O'Herin made the motion to approve the grants to Synergy Services totaling \$793,375 with an initial disbursement of 20% followed by monthly reimbursements through June 2020. John McGovern seconded the motion and the board voted in favor 7-0.

Ms. Macken presented the board with a scope of work for performing program audits and a proposal from CommCare to perform the services as a third party. CommCare is certified to audit mental health programs and is familiar with local agencies. The board discussed CommCare's proposal and requested to see references and a sample report and to continue the discussion at the November meeting.

The board next reviewed the 2019 Budget Amendment presented by Ms. Macken. The board discussed listing major program service categories in the budget for compliance and budgeting purposes and to show amounts awarded to each service category. The board was supportive of amending the service categories as presented by Ms. Macken and agreed to continue the discussion at the November meeting.

**Other Business**

The board moved to discuss committee nominations. Kenneth Honeck will lead the Nominating Committee with Clinton Newton and Thomas Peca to report back at the December meeting. Bruce Culley will lead the Finance Committee on 2020 Budget recommendations and report back at the November meeting. John McGovern will lead the Personnel Committee with Allen Dillingham, Ken Honeck, Ed O'Herin and Deb Hermann to report back on the personnel policy, Lagers involvement and Executive Director evaluation at the February or March 2020 meeting.

**Next Meeting**

The next Board of Directors meeting is to be held on November 20, 2019 at 7001 N Locust, Ste. A-100, Gladstone, Missouri 64118 at 8:30 a.m.

**Adjournment**

The meeting was adjourned at 9:50 a.m. with a motion by Ed O'Herin, seconded by Thomas Peca and unanimously approved by the board 7-0.