

Minutes
Children's Services Fund Board of Directors
CSFB Board Meeting
November 20, 2019

The Board of Directors of CSFB met on November 20, 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; Clinton Newton.

Absent: 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
Jessica Meisenheimer – Liberty Public Schools
Dean Olson – The Family Conservancy
Janice Storey – Tri-County Mental Health Services
Lori Wheelhouse – Tri-County Mental Health Services
Shannon Hallauer – Tri County Mental Health Services
Shaney Othic – Northland Therapeutic Riding Center
Sandi Clark – Clay County Resident
Dennis Meier – Synergy Services
Heather Gross – Excelsior Springs School District #40
Kim Curtis – Excelsior Springs School District #40
Gwen O'Brian – Synergy Services

Call to Order

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

Roll Call

Thomas Peca called roll. Pastor Robert Franseen was excused from the meeting. Allen Dillingham, Clinton Newton and Bruce Culley were not yet present at the meeting. All other members were present.

Approve/Amend Agenda Items

John McGovern moved to approve the agenda for November 20, Ed O'Herin seconded the motion. The Board voted in favor 5-0.

Visitor Introductions

Individuals introduced themselves as visitors at the meeting. Allen Dillingham and Clinton Newton entered the meeting during visitor introductions.

Approval of Minutes

Ed O'Herin moved to approve the minutes from the October 16, 2019 meeting. Allen Dillingham seconded the motion and the Board voted in favor 7-0.

Executive Director's Report

Ms. Macken shared about events and meetings she attended in October, including the Missouri Funders Group in Columbia that included presentations on Missouri's budget and how children's services funding ranks in comparison to other states.

Ms. Macken attended a seminar on ensuring cyber security. She confirmed that the Clay County CSF doesn't keep confidential information online but may consider purchasing a backup program to safely save documents.

Ms. Macken next shared that she will be researching health insurance options. Her current Cobra plan is set to expire June 2020. For budgeting purposes, she has also toured facilities for potential new office space if needed in the future.

The board next discussed negative publicity given to other children's services funds regarding pass through funding to for-profits. The board discussed developing a policy limiting grantee partners to nonprofits. However, there is also concern that school districts in more rural areas will have a hard time continuing services due to the lack of nonprofit resources available in those areas. Legal counsel for Clay County CSF recently confirmed that as long as the fund only supports nonprofits and governmental agencies, pass through funding will be avoided. Because the statute is unclear, Deb Hermann requested that the board receive further clarification from legal counsel and the state government about whether grantees should be required to only contract with nonprofits, or if grantees can contract with for-profits as needed.

Lastly, Ms. Macken shared that she gave a presentation at the Northland Regional Chamber of Commerce November meeting, detailing the community based programs that the fund is currently supporting.

Action Items

The board discussed program audit options. In response to the fund's request for more information, CommCare provided sample report and letters of reference. CommCare is HIPPA compliant and trained in mental health auditing. BKD CPAs and Advisors also provided a proposal, which included travel costs. Both proposals offer the same services at much different prices. Ms. Macken will continue to look for additional options to find comparable proposals to CommCare before the board makes a decision during a future meeting.

A requested budget amendment submitted by the Northland Therapeutic Riding Center was reviewed by the board. Ms. Macken recently met with the organization's Executive Director to discuss the Eliminate Wait List for Clay County Riders project and the need to adjust funding for instructor fees, horses and barn staff and management time. The proposed budget shifts line items towards getting qualified instructors but does not ask for additional funding. John McGovern moved to approve the amended budget. Allen Dillingham seconded the motion and the Board voted in favor 7-0.

Next, the board discussed the policy on grant budget amendments. The board agreed that if an agency requested to make changes to the budget, it would need to be for an activity already covered under the contract. Budget revisions greater than 10% of awarded funds will be submitted to Kathy Macken. Ms. Macken will review budget changes and bring the request to the board for final decision. If budget

amendment requests are submitted, agencies will receive decisions monthly, following each board meeting. Bruce Culley entered the meeting following the discussion.

Ms. Macken shared a Notice of Certificate of Deposit from NASB. The CD has generated approximately \$2,659.26 in interest. The board agreed to rollover into a new CD after the 11/29/19 maturity date. Ms. Macken will compare NASB rates with other providers to ensure the CD is accumulating at the best rate. Kenneth Honeck made a motion to keep or move the CD at Kathy's discretion. Allen Dillingham 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 October 2019 was \$780,842.61 resulting in a total fund balance of \$11,595,270.18 as of October 31, 2019. Mr. Culley shared that fund balance included CDs, money markets and all accounts. Expenses totaled \$10,260.80, making the total net income for October 2019 \$777,558.02. Bank statements provided to board. Kenneth Honeck made a motion to approve the financial report. John McGovern seconded the motion and the board voted in favor 8-0.

The board discussed grant cycles and supplemental funding. The Clay County CSF has only committed funding for revenue already collected. The board agreed to consider additional funding requests from the school districts for supplemental funding as needed. The board briefly discussed organized funding cycles versus fluid funding requests and the positive effect that multi-year funding will have on existing programs.

Excelsior Springs School District Presentation

Heather Gross and Kim Curtis from the Excelsior Springs School District #40 presented to the board how the school district has used the 2018 awarded funds to date. Following the presentation, Ms. Gross and Ms. Curtis answered questions from the board. With no further questions, Ms. Hermann thanked Ms. Gross and Ms. Curtis for the report.

Discussion Items

Mr. O'Herin shared an article from the Kansas City Star titled "KCK Schools had 1,400 Homeless Kids in 2015. Here's How They Cut That Number By Half." Mr. O'Herin recommended that the board read the article written by Mara Rose Williams.

Other Business

Mr. Peca will be stepping down as Board Secretary. The Nominating Committee will schedule a meeting to prepare items for the December Board Meeting, including new officer nominations. The meeting date and time will be posted in advance of the meeting, pursuant to the Fund's statute .

Next Meeting

The next Board of Directors meeting is to be held on December 18, 2019 at 7001 N. Locust, Gladstone, Missouri 64118 at 8:30 a.m. The Personnel Committee will meet immediately after the December Board meeting at approximately 9:30 a.m.

Adjournment

The meeting was adjourned at 10:00 a.m. with a motion by Ken Honeck, seconded by Ed O'Herin and unanimously approved by the board 8-0.