Minutes
Clay County Children’s Service Fund
Board Meeting
April 22, 2020

The Board of Directors of CCCSF met on April 22, 2020 at 8:30 a.m. via Zoom conference. Present members included: Deb Hermann, Chair; Kenneth Honeck, Vice Chair; Clinton Newton, Secretary; Bruce Culley, Treasurer; Thomas Peca; Edward O’Herin; Allen Dillingham; and Pastor Robert Franseen.

Excused: John McGovern

Also Present were:
Kathy Macken - Executive Director, Clay County Children’s Services Fund
Sarah Forsey - Greater Kansas City Community Foundation staff
Afton Baxter - Greater Kansas City Community Foundation staff
Judge Alisha O’Hara - Clay County Family Court
James Welsh - Jurist in Residence Missouri
Shelia Rancatore - Cornerstones of Care
Justin Horton - Cornerstones of Care
Heather Heaster - Crittenton Children’s Center
Amy Gorton - Easterseals Midwest
Holly Wilmes - Easterseals Midwest
Jessica Meisenheimer - Liberty Public Schools
Jennifer Kopp - Kearney School District
Meeghan Masters - Kearney School District
Becky Poitras - Metro Lutheran Ministry
Perry Hilvitz - North Kansas City School District
Janelle Porter - North Kansas City Schools
Janice Storey - Tri-County Mental Health Services
Lori Wheelhouse – Tri-County Mental Health Services
Shannon Hallauer - Tri-County Mental Health Services
Tom Petrizzo - Tri-County Mental Health
Shaney Othich - Northland Therapeutic Riding Center
Gwen O’Brien - Synergy Services
Casey Thomas - The Family Conservancy
Dennis Meier - Synergy Services
Denise Harwood - Smithville School District

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

Roll Call
Board members present announced themselves to the Zoom conference meeting. John McGovern was excused from the meeting. All other members were present.
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Approve/Amend Agenda Items
The board reviewed the agenda for the April 22nd meeting. Clinton Newton moved to approve the agenda for April 22nd, Kenneth Honeck seconded the motion. The board voted in favor 8-0.

Finance Report
Bruce Culley presented the February and March 2020 financial reports to the Board. Total sales tax revenue in February 2020 totaled $660,155.52. The total fund balance as of February 29, 2020 was $14,482,086.04. With expenses totaling $31,032.46, the total increase in fund balance for February 2020 was $633,687.12.

Total sales tax revenue in March 2020 totaled $886,512.55. The total fund balance as of March 31, 2020 was $15,318,272.95. With expenses totaling $60,035.99, the total increase in fund balance for March 2020 was $836,186.91.

Sales tax revenue from 2019 was compared to 2020 receipts. February showed the largest increase at 12%. March showed the largest decrease at -8%. The fund still shows a positive increase over 2019 sales tax revenues.

With some audio interference during the financial report, Deb Hermann reminded everyone that the meeting minutes will be posted to the website for public access and will include an overview of the financial report that was presented. Kenneth Honeck made a motion to approve the financial reports for February and March 2020. Pastor Robert Franseen seconded the motion and the board voted in favor 8-0.

Next, Deb Hermann called for a motion to approve the recommendation from the Finance Committee to move $2 million from the checking account to the money market account. Bruce Culley made a motion to approve the committee’s recommendation and Thomas Peca seconded the motion. The board voted in favor 8-0.

Executive Director’s Report
Ms. Macken shared that she had numerous meetings in February with CSF partners and external agencies. All funded agencies were provided a form to return to CSF specifying any needs for additional funding or reallocations of current funding as a result of the COVID-19 pandemic. Ms. Macken reviewed the responses she received from agencies and presented them to the board. A total of $80,000 in additional funding was approved to Metro Lutheran Ministries to expand their currently funded programming. A total of $210,584 in funding reallocation requests due to impacts and changes of COVID-19 on approved programs were approved to Synergy Services, the North Kansas City School District, The Family Conservancy and Tri-County Mental Health.

During discussion, board members asked for clarification on how the additional funding awarded to Metro Lutheran Ministries aligns with the Fund’s statute. Becky Poitras of Metro Lutheran Ministries was invited to give additional detail on the position supported by these funds. Ms. Poitras explained that the position dollars are only to fund a current staff member’s time spent providing direct services that are funded by CSF dollars. MLM has experienced an increase in client needs related to their CSF funded program and this staff member will be prioritizing assistance to families who have been directly impacted by COVID-19. The equipment purchased with the additional funding is for staff members providing CSF funded services to
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take into the community, such as mobile scanners and laptops. The board thanked Ms. Poitras for the
further clarification. Deb Hermann concluded that Metro Lutheran Ministries would report back on how
many children were served by the extra funding. The monthly invoices will show an increase in number of
households served and will provide additional information as requested.

Next, Ms. Macken shared that Northland Therapeutic Riding Center submitted two requests to reallocate
funding in response to the COVID-19 pandemic. The first request to reallocate funding to support staff
during the COVID-19 response was denied on the basis that the staff would not be working directly with
the CSF funded programs. A second request to reallocate funding to provide virtual therapy sessions to
children was approved by Ms. Macken. Ms. Macken shared that she anticipates additional changes in
needs from agencies as the pandemic continues and the agencies progress in trying to respond to
community needs.

Ms. Macken announced that the school districts have submitted requests for two-year funding. The
Programs Committee will review the applications and come back to the board with recommendations.
Almost every district doubled their budget to include services to more schools in the districts. Three of the
districts will rollover some funding from their 2018-2020 grants.

Ms. Macken shared that Kearney School District requested an additional $34,500 in the current grant
period to cover the costs of services that were mistakenly left off the expansion budget submitted in 2019.

**Action Items**
In the absence of Personnel Committee Chair John McGovern, Deb Hermann announced that the
committee met in February to discuss the vision plan for CSF employees. The committee recommended
the VSP Individual Plan: Easy Options. Allen Dillingham made a motion to approve the vision plan
recommended by the committee and Kenneth Honeck seconded the motion. The board voted in favor 8-0.

Next, the board discussed Short and Long-term Disability options for CSF staff. The Personnel Committee
recommended finding out what Clay County employees receive. Ms. Macken learned that Clay County
provides a voluntary group plan. The board agreed to move the action item to the May meeting agenda in
order to get a better analysis of options to discuss.

As the last action item on the agenda, Pastor Robert Franseen made a motion to approve Kearney School
District’s request for $34,500 in expansion funding as discussed during the Executive Director’s Report.
Allen Dillingham seconded the motion and the board voted in favor 8-0.

**Approval of Minutes**
Allen Dillingham moved to approve the minutes from February 19, 2020, and Pastor Robert Franseen
seconded the motion. The board voted in favor 8-0.

**Other Business**
Kathy Macken suggested delaying the community-based application deadline and funding cycle by one
month in order for the agencies to gain a better idea of what to request in funding due to the current
pandemic. CSF will continue to be responsive to COVID-19 requests. Deb Hermann recommended delaying
the application launch to June 1, 2020 and discuss again at the May board meeting. Kathy will discuss with
current funding partners what challenges they would face with a June application period. In response to
the crisis, the board will plan to decrease time taken to review applications in order to get funding out to agencies as soon as possible.

Deb Hermann asked Ms. Macken to give an update at the May board meeting about the program audit. The 2019 financial audit is getting started as well.

Next Meeting
The next Board of Directors meeting is to be held on May 20, 2020 at 7001 N. Locust, Gladstone, Missouri 64118 at 8:30 a.m.

Adjournment
The meeting was adjourned at 9:25 a.m.

Respectfully submitted,
Kathy Macken
Executive Director

Board approved May 20, 2020

Signature  Printed Name  Date

05/20/20