

**Minutes**  
**Clay County Children's Service Fund**  
**Board Meeting**  
**October 21, 2020**

**The Board of Directors of CCCSF** met on October 21, 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; Allen Dillingham; Thomas Peca; Ed 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  
Katie Lew – Ability KC  
Heather Heaster - Crittenton Children's Center  
Amy Stoll – Down Syndrome Guild of Greater Kansas City  
Amy Gorton – Easterseals Midwest  
Heather Gross – Excelsior Springs School District  
Pearlena Campbell – Hillcrest Transitional Housing  
Meeghan Masters – Kearney School District  
Tracy Fields – Kearney School District  
Jessica Meisenheimer - Liberty Public Schools  
Becky Poitras – Metro Lutheran Ministry  
Shaney Othic – Northland Therapeutic Riding Center  
Denise Harwood – Smithville School District  
Gwen O'Brien – Synergy Services  
Dennis Meier – Synergy Services  
Paula Neth – The Family Conservancy  
Shannon Hallauer – Tri-County Mental Health Services  
Tom Petrizzo – Tri-County Mental Health Services  
Janice Storey – Tri-County Mental Health Services  
Dan Wartick – Tri-County Mental Health Services  
Lori Wheelhouse – Tri-County Mental Health Services

**Call to Order**

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

**Roll Call**

Clinton Newton called roll. All board members were present.

**Approve/Amend Agenda Items**

The board reviewed the agenda for the October 21, 2020 meeting. The agenda incorrectly listed the meeting minutes under review as August 19, 2020 instead of the minutes from the September 16, 2020 meeting. Allen Dillingham moved to approve the agenda as amended and Kenneth Honeck seconded the motion. The board voted in favor 9-0.

### **Approval of Minutes**

John McGovern moved to approve the minutes from September 16, 2020 and Pastor Robert Franseen seconded the motion. The board voted in favor 9-0.

### **Finance Report**

Bruce Culley presented the September 2020 financial report to the Board. Sales tax income in September 2020 totaled \$1,067,057.25, a 1% decrease from September 2019. The sales tax for October 2020 will have an increase of 4% compared to October 2019. The total fund balance as of September 30, 2020 was \$11,500,860.94, with \$12,240,651 total grants committed. With \$1,070,236.91 in revenue and expenses totaling \$564,295.13, total net income for September 2020 was \$505,941.78. Clinton Newton made a motion to approve the financial report. Pastor Robert Franseen seconded the motion and the board voted in favor 9-0.

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

Ms. Macken shared that the Finance Committee identified errors and omissions in the 2019 financial audit report. Bruce Culley will be meeting with Ralph Johnson and Associates to resolve the discrepancies.

The CSF is unable to secure short-term or long-term disability insurance for only one employee. If additional staff is hired in the future, disability insurance may be considered at that time.

Mid-West Public Risk has not received a final determination regarding the Fund's sales tax revenue loss claim due to COVID-19. It is unlikely that the CSF will receive compensation.

Community-based organizations have almost completed the first month of the 2020-2021 grant cycle. The CSF funded 14 community-based organizations for the new grant cycle. Grant expenditures from 2019 community-based organizations have been submitted, showing 79% of funds expended. Some agencies were unable to expend the full grant amounts due to staff shortages during startup and challenges of delivering services during COVID-19. School-based programs were able to expend 89% of funds.

Lastly, Ms. Macken shared that the CSF website has been updated with new grant information and service impact data.

### **Action Items**

Clinton Newton presented the Document Retention Policy created by the counsel for the CSF. The policy will follow the minimum requirements set by the Missouri Local Records Board, and will secure and destroy records accordingly. Clinton Newton moved to approve the new policy and Tom Peca seconded the motion. The board voted in favor 9-0. Ms. Macken will check the CSF's insurance policy to see if it covers cyber-security attacks.

### **Easterseals Midwest Presentation**

Next, the board invited Amy Gorton to present how Easterseals Midwest has used the CSF grant awarded for the Nurturing Parenting Program to date. Easterseals Midwest uses a group-based program that helps families with children ages 3-11 to replace neglectful parenting patterns with nurturing ones. Referrals are received from Clay County school districts, government entities and other area nonprofits.

Classes have continued during the COVID-19 pandemic, moving from in-person to Zoom meetings. Since the CSF grant was awarded, nine families have enrolled in the program and four completed. Currently, there is only one family enrolled, and Easterseals Midwest continues to contact previous referral sources for additional referrals. Ms. Gorton answered questions from the board. With no further questions, Ms. Hermann thanked Ms. Gorton for the report.

**Other Business**

Lastly, the board discussed board member terms. After a three-year term ending December 2020, Clinton Newton will not be returning as a board member in 2021. Kenneth Honeck will coordinate a nominating committee to form a list of potential board member candidates.

**Next Meeting**

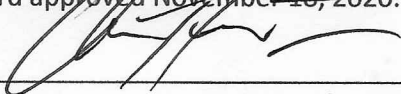
The next Board of Directors meeting is to be held on November 18, 2020.

**Adjournment**

The meeting was adjourned at 9:28 a.m. with a motion by Kenneth Honeck, seconded by Clinton Newton and unanimously approved by the board 9-0.

Respectfully submitted,  
Afton Baxter  
Greater Kansas City Community Foundation

Board approved November 18, 2020.

	Clinton Newton	Secretary	11/18/20
Signature	Printed Name	Title	Date