**Minutes**

**Clay County Children’s Service Fund**

**Board Meeting**

**October 20, 2021**

**The Board of Directors of CCCSF** met on October 20, 2021 at 8:30 a.m. via Zoom conference. Present members included: Kenneth Honeck, Chair; Pastor Robert Franseen, Vice Chair; John McGovern, Secretary; Bruce Culley, Treasurer; Allen Dillingham, Deb Hermann; Ed O’Herin; Thomas Peca

**Excused:** Carrie Lonsdale

**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

Sarah Murphy – Ability KC

Julie Betler – Boys & Girls Clubs of Greater Kansas City

Heather Heaster – Crittenton Children’s Center

Sarah McMillian – Crittenton Children’s Center

Carron Miesner – Easterseals Midwest

Heather Gross – Excelsior Springs School District

Barbara Fitzgerald – Hillcrest Transitional Housing

Jessica Meisenheimer – Liberty Public Schools

Becky Poitras – Metro Lutheran Ministry

Perry Hilvitz – North Kansas City Schools

Denise Harwood – Smithville School District

Gwen O’Brien – Synergy Services

Dennis Meier – Synergy Services

Lori Frazier – Tri-County Mental Health Services

Shannon Hallauer – Tri-County Mental Health Services

Dan Wartick – Tri-County Mental Health Services

**Call to Order**

Ken Honeck called the meeting to order at 8:30 a.m.

**Roll Call**

John McGovern called roll. Carrie Lonsdale was excused from the meeting. All other board members were present.

**Approve/Amend Agenda Items**

The board reviewed the agenda for the October 20, 2021 meeting. Pastor Robert Franseen moved to approve the agenda and Allen Dillingham seconded the motion. The board voted in favor 8-0.

**Approval of Minutes**

Deb Hermann moved to approve the meeting minutes from September 15, 2021 and John McGovern seconded the motion. The board voted in favor 8-0.

**Finance Report**Bruce Culley noted that the total commitments total on the August 31, 2021 Government Fund Balance was revised. Then, he presented the September 2021 financial report. Sales tax income in September 2021 totaled $1,227,897.87. The total fund balance as of September 30, 2021 was $18,607,518.39, with $15,045,060.89 total grants committed. With $1,230,553.03 in revenue and expenses totaling $1,061,667.17, total net revenue for September 2021 was $168,885,86. Ken Honeck made a motion to approve the financial report. Pastor Robert Franseen seconded the motion and the board voted in favor 8-0.

**Executive Director’s Report**

Ms. Macken shared that following some system errors with Quickbooks, she started entering the six advances for the 2021-22 funding. Also, she shared that the 2020 Financial Audit should be available for review at the end of October.

Next, Ms. Macken shared that the majority of final reports and invoices have been submitted by 2020-2021 Community-Based Service Grantees. For 2021-2022 Community-Based Service Grants, expenditure tracking and invoice forms have been finalized and contact information updated. The CSF website has also been updated with information on 2021-22 grantees and programs.

Contract amendments were made for School-Based Service Grants to Liberty, Smithville and Missouri City school districts.

Finally, Ms. Macken shared that she is continuing to search for an executive assistant.

**Action Items**

On behalf of the Program Committee, John McGovern presented the committee’s recommendation to approve a budget revision request from Tri-County Mental Health Services. An additional $45,000 was requested to hire a full-time Suicide Prevention Specialist. John McGovern made a motion to approve the request. Ken Honeck seconded the motion, and the board voted in favor 8-0.

**Excelsior Springs School District Presentation**The board invited Heather Gross from the Excelsior Springs School District to share about the grant received from the CSF. Ms. Gross gave an overview of how grants from the CSF have historically been used. Then, she gave a detailed overview of the use of funds during the 2020-21 school year. She shared that programs have been implemented in all five buildings, and that Panorama has been utilized to help survey students and determine how to best fit their needs. Ms. Gross also shared that almost all projected outcomes for Spring 2021 have been met. For the 2021-22 school year, the district was awarded $700,000 and will plan to use it towards prevention, intervention, counseling therapy, mental health screening, outpatient chemical dependency and temporary shelter. Ms. Gross answered questions and the board thanked her for the presentation.

**Next Meeting**

The next Board of Directors meeting was to be held on November 17, 2021. It was cancelled to due a death in the Executive Director’s family. The next meeting is December 15, 2021.

**Adjournment**
With a motion by Robert Franseen and second by Allen Dillingham, the meeting was adjourned at 9:21 a.m.

Respectfully submitted,

Afton Baxter

Greater Kansas City Community Foundation

Board approved December 15, 2021.

 John McGovern Secretary

Signature Printed Name Title Date