

**FRANKLIN COUNTY SB40
RESOURCE BOARD**

Date: June 10, 2019
Time: 7:00 pm
Place: 1308 N. Church Street
Union, MO 63084

Board Present: Mr. Walter Murray Jr., Mr. Steve Wilmesherr, Ms. Linda Sentivany, Ms. Elaine Holladay, Mr. Larry Sikes, Mr. Hank Epstein

Board Absent: Ms. Mary Barton, Mr. Paul LaVigne, Ms. Colleen Kuenzel

Staff Present: Ms. Anne Barry, Ms. Amanda Sammet, Ms. Diane White, Ms. Kimberlyn MacDonald, Ms. Diane White, Ms. Megan Porta

Mr. Steve Wilmesherr, Chairperson, opened the meeting.

Agenda

MOTION was made by Mr. Larry Sikes, seconded by, Mr. Walter Murray Jr., to approve the agenda with the exception of item number 11, Board, Program, and Personnel Policy Approval, and postpone until next board meeting. Motion carried (5-0).

Mr. Steve Wilmesherr announced that Ms. Mary Barton has requested a leave of absence from the board.

MOTION was made by Mr. Hank Epstein, seconded by Ms. Linda Sentivany, to approve Ms. Mary Barton's leave of absence. Motion carried (5-0).

Public Comments-None

Minutes-MOTION was made by Mr. Walter Murray Jr., seconded by Mr Hank Epstein, to approve the May 13, 2019 and May 23, 2019 open and closed meeting minutes. Motion carried (5-0).

Treasurer's Report- Ms. Amanda Sammet, Accountant, presented the April 2019 financial reports. Ms. Amanda Sammet reported that the building loan will require signatories.

MOTION made by Ms.Linda Sentivany, seconded by Mr. Hank Epstein to authorize Ms. Kimberlyn MacDonald and Mr. Larry Sikes as loan signatories. Motion carried (5-0).

MOTION was made by Mr. Hank Epstein, seconded by Mr. Walter Murray Jr., to approve the Treasurer's Report as presented. Motion carried (5-0).

Interim Executive Director's Report-Ms. Kimberlyn MacDonald, Interim Executive Director, reported that over the past eleven days in her position she has notified consumers and their

families, DMH, and provider agencies of the internal changes. Ms. MacDonald also presented a press release draft for board review. Ms. MacDonald reported that Gasconade County has been informed that the Franklin County SB40 Resource Board will not be moving forward with the merger. Ms. MacDonald reported that two new Service Coordinators have been hired to replace the Service Coordinators who resigned. TCM currently has 14 Service Coordinators, 1 Quality Assurance Manager, and 1 Director and serves 565 consumers. Ms. MacDonald presented an update on the completion of the basement offices which included the Fire Marshall's requirement to provide a horn/strobe device be added to the fire alarm system. Ms. MacDonald also presented landscape proposals to correct the drainage problem located at the back-patio of 1308 N. Church Street.

MOTION was made by Mr. Larry Sikes, seconded by Mr. Hank Epstein, to approve change order #19 to add one horn/strobe device in the amount of \$1,058.00. Motion carried (5-0).

MOTION was made by Mr. Walter Murray, Jr., seconded by Mr. Larry Sikes, to accept The Ground Guys landscape proposal in the amount of \$1,391.15. Motion carried (5-0).

Signage-Ms. Kimberlyn MacDonald presented signage proposals from Jim Peters Signs and Ziglin Signs. Mr. Walter Murray Jr. requested a breakdown of labor costs for the two different sign proposals. Ms. Kimberlyn MacDonald was instructed to gather more information and report findings to the board.

Financial Audit Proposal- Ms. Amanda Sammet presented the financial audit proposal by Touchtrop & Associates.

MOTION was made by Mr. Hank Epstein, seconded by Mr. Walter Murray Jr., to approve the financial audit proposal in the amount of \$8,600.00 by Touchtop & Associates. Motion carried (5-0).

Board Resolution Bank Signatories-MOTION was made by Mr. Walter Murray Jr., seconded by Mr. Hank Epstein to approve the Board Resolution of Bank Signatories. Motion carried (5-0).

Sullivan House Flooring Proposals-Three proposals to replace flooring in the Sullivan House Group home were presented.

MOTION was made by Mr. Hank Epstein, seconded by Mr. Larry Sikes, to approve the bid from Jerry's Sales and Service in the amount of \$15,987.63. Motion carried (4-0) 1 abstained.

FY20 Budget Approval- Ms. Kimberlyn MacDonald presented two draft budgets. Draft A reflected covering 93% of agency funding requests, which would balance the budget. Draft B reflected covering 100% of agency funding requests which cause a deficit of \$108,705.00. However, Ms. MacDonald did explain that there is a surplus from the current fiscal year that would absorb the deficit mentioned above.

MOTION was made by Mr. Walter Murray Jr., seconded by Mr. Hank Epstein to approve budget B. Motion carried (5-0).

MOTION was made by Mr. Larry Sikes, seconded by Mr. Hank Epstein to perform a roll call vote to go into closed session per RSMo 610.021 subsection (3) Personnel. Mr. Steve Wilmesherr performed a roll call vote. Mr. Larry Sikes yes, Ms. Elaine Holladay yes, Ms. Linda Sentivany yes, Mr. Walter Murray Jr. yes, Mr. Hank Epstein yes, Motion passed.

MOTION was made by Mr. Walter Murray Jr., seconded by Mr. Hank Epstein to adjourn the meeting. Motion carried (5-0).

Meeting adjourned.

Respectfully submitted,



Ms. Linda Sentivany

Recorded by,



Ms. Anne Barry

ATTACHMENTS

April Financial Reports
Interim Executive Director Report
Signage Proposals
Financial Audit Proposal
Board Resolution of Bank Signatories
Sullivan House Flooring Proposals
Board, Program, and Personnel Policies
FY20 Proposed budget