

**FRANKLIN COUNTY SB40  
RESOURCE BOARD**

Date: January 12, 2026

Time: 7:00 pm

Place: meeting held in-person at the SB40 Union Office and via Webex

Board Present via Webex: Ms. Katherine Chambers, Ms. Laura Conley, MS. Colleen Kuenzel

Board Present in-person: Ms. Linda Sentivany, Mr. Steve Wilmesherr, Mr. Mark Hagen

Board Absent: Mr. Walter Murray Jr., Mr. Larry Sikes, Mr. Paul LaVigne

Staff Present via Webex:

Staff Present in person: Ms. Kimberlyn MacDonald, Ms. Rebecca Sinklear, Ms. Amanda Sammet

**Agenda-MOTION** was made by Ms. Katherine Chambers, seconded by Mr. Mark Hagen, to approve the January 2026 agenda. Motion carried (6-0).

**Public Comments**-none

**Minutes**- The members of the board reviewed November 10, 2025, meeting minutes.

**MOTION** was made by Mr. Steve Wilmesherr, and seconded by Mr. Mark Hagen, to approve November 10, 2025, meeting minutes. Motion carried (6-0).

**Treasurer's Report**- Ms. Amanda Sammet, Accountant, presented the November 2025 financial report. The report was received and placed on file.

**Executive Director's Report**- Ms. Kimberlyn MacDonald shared the 2025 Satisfaction Survey Results including SB40 Employees, Consumer, Guardian, and Board Members. Ms. MacDonald stated that the Employee survey results showed that almost all team members are inspired by the mission and proud to be employed by SB40. Ms. MacDonald stated that the survey results showed that SB40 employees' results showed a positive team approach, the Consumer and Guardian surveys both showed satisfaction with services. Ms. MacDonald stated that the Board Member surveys results showed that overall, the members of the board are satisfied with how the meetings are ran and with the Executive Directors leadership. Ms. MacDonald reported on SB40 Community Updates including the staff participation in the final year of the St. Peter's UCC Festival of Trees event. Ms. MacDonald discussed upcoming dates for FY2027 planning. The report was received and placed on file.

**Policy Review**

- a. **Board Policies**- Members of the board reviewed the Board Polices

**MOTION** was made by Ms. Colleen Keunzel, and second by Mr. Steve Wilmesherr, to approve the Board Policies as written to include the proposed changes made to the Board Packets and Communications and PHI in Board Members Homes's section. Motion carried (6-0)

- b. **Personnel Policies-** Members of the board reviewed the Personnel Policies.

**MOTION** was made by Ms. Katherine Chambers, and second by Mr. Mark Hagen, to approve the Personnel Policies as written. Motion Carried (6-0)

- c. **Program Policies-** Members of the board reviewed the Program Policies.

**MOTION** was made by Mr. Steve Wilmesherr, and seconded by Mr. Mark Hagen, to approve the Program Policies as written to include the proposed changes made to the program policies Grievances and Assistance to Persons Served by Other Agencies section and Informed Consent section. Motion carried (6-0)

#### New Policies

- a. **Artificial Intelligence (AI)-** Members of the board reviewed the Artificial Intelligence (AI) policy

**MOTION** was made by Ms. Laura Conley, and seconded by Ms. Colleen Keunzel, to approve the Artificial Intelligence (AI) Policy as written. Motion carried (5-0) with 1 abstention

- i. **SETWorks AI Case Management Supports and Cost** – Members of the board reviewed the SETWorks AI Case Management Supports and Cost

**MOTION** was made by Mr. Steve Wilmesherr, and seconded by Mr. Mark Hagen, to approve the SETWorks AI product and cost for Case Management supports. Motion carried (5-0) with 1 abstention

- b. **Nepotism, Employment of Relatives, and Personal Relationships-** Members of the board reviewed the Nepotism, Employment of Relatives, and Personal Relationships policy.

**MOTION** was made by Ms. Katherine Chambers, and seconded by Ms. Colleen Keunzel, to approve the Nepotism, Employment of Relatives, and Personal Relationships Policy as written. Motion carried (6-0)

**New Business – Mr. Walter Murray Jr. – Principal Payment – SB40 Building**

**MOTION** was made by Mr. Mark Hagen, and seconded by Mr. Steve Wilmesherr, to table discussion of Principal Payment-SB40 Building until February 9, 2026, board meeting. Motion carried (6-0)

**Old Business – None**

**MOTION** was made by Mr. Steve Wilmesherr, and seconded by Mr. Mark Hagen, to adjourn the meeting. Motion carried (6-0).

Meeting adjourned.

Respectfully submitted,

  

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[Katherine Chambers \(Feb 11, 2026 17:49:20 CST\)](#)

Ms. Katherine Chambers

Recorded by,

*Rebecca Sinklear*

Ms. Rebecca Sinklear

**ATTACHMENTS**

November 2025 Financial Report  
Executive Director Report  
Board Policies  
Personnel Policies  
Program Policies  
Artificial Intelligence (AI) Policy  
SETWorks AI Case Management Supports and Cost  
Nepotism, Employment of Relatives, and Personal Relationships Policy  
Missourian Newspaper Articles

# January 12, 2026 Meeting Minutes

Final Audit Report

2026-02-11

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