

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
January 22, 2018

Meeting Call to Order: The meeting was called to order at 8:00 a.m.

Roll Call and Guests:

Present: Ron Berrey, Molly Dempsey, Linda Wilson Horn, Pastor Raymond Horry, Larry Marty, Allison Onder, and Nancy Schneider

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Mandy Bowlin (Behavioral Health Response), Sissy Swift (The Child Center), Katrina McDonald (Crider Health Center), DiAnne Mueller (Crisis Nursery), Jennifer Vorachak (Epworth Children & Family Services), Laura Ojo (FACT), Kathy Thompson (LINC), Wendy Velicer (Lutheran Family & Children's Services), Tina Meier (Megan Meier Foundation), Nathan Harms (TREE House St. Louis), Denise Fondern (Our Lady's Inn), Kelly Broecker, Cindy Jones, and Beth Sailors (Preferred Family Healthcare), Elisa Zieg and Kirk Kasicki (The Sparrow's Nest), Pam Struckhoff (Sts. Joachim & Ann Care Service), Juvaghna Baker (ThriVe), Denise Liebel (United Services), and Cara Merritt (Youth in Need)

Approval of Minutes: A motion was made to approve the minutes of the December 18, 2017 Board meeting. (M.S.P.: Schneider/Wilson Horn) – Motion passed.

Partner Presentation: Elisa Zieg of The Sparrow's Nest (TSN) presented about young women who have received services at TSN and thanked the Board for their generous support for TSN. Elisa announced TSN's Princess Dance on February 24 at Old Hickory Golf Club in St. Peters.

Public Comment: No Public Comment.

Report of the Chair: Ron Berrey thanked Michelle McElfresh and Jeanne Spencer for conducting the fall site audits. Ron reminded Board members to return their Missouri Ethics Commission Personal Financial Disclosure statement from the by May 1, 2018, and to complete the Board multi-year grant survey by January 24. Ron also announced Youth In Need's Celebration of Youth gala on March 24, 2018 at Ameristar Casino Resort Spa in St. Charles.

Report of the Treasurer: Molly Dempsey reported on the twelve-month statement ending December 31, 2017. The Services Fund balance is \$1,021,850 and Current Assets are \$2,334,663. Actual tax revenues collected were \$879,282 on a budget amount of \$600,150. Total revenue for December was \$879,282 on a budget of \$600,450. Expenditure requests for December services totaled \$399,530 on a budget amount of \$633,131. Explanations of the 11 line items that were over the 5% variance and over \$1,000 included: Community Living (respite), Preferred Family Healthcare (intensive outpatient), and Youth In Need (counseling, crisis interventions, and transitional living) were due to high demand. Crider Health Center

(Pinocchio and prevention), Preferred Family Healthcare (Teams of Concern—school-based and case management), and Youth in Need (presentations) were above the variance due to school-based usage. In Administration, Consulting was over the 5% variance due to billing from Dr. Cyndi Berry for research.

A motion was made to approve a wire-transfer for \$399,500 for the month of December. (M.S.P.: Dempsey/Marty) – Motion passed.

Bruce Sowatsky reported that revenue growth for 2017 was 3.9% rather than 1.4% due to delayed reporting from the Missouri Department of Revenue.

All of CCRB invoices and bills paid were completed with 100% accuracy.

Election of Officers: Molly Dempsey nominated Ron Berrey for the position of Chair for 2018. Ron was willing to accept the nomination.

A motion was made to approve Ron Berrey as Chair for 2018. (M.S.P.: Dempsey/Schneider) – Motion passed.

Molly Dempsey nominated Nancy Schneider for the position of Vice Chair for 2018 to replace Dave Beckering. Nancy was willing to accept the nomination.

A motion was made to approve Nancy Schneider for the position of Vice Chair for 2018. (M.S.P.: Dempsey/Marty) – Motion passed.

Allison Onder nominated Molly Dempsey for the position of Treasurer for 2018. Molly was willing to accept the nomination.

A motion was made to approve Molly Dempsey for the position of Treasurer for 2018. (M.S.P.: Onder/Horry) – Motion passed.

These three positions plus the Executive Director will have check signing privileges.

Report of Standing Committees:

- Children’s Trust Fund: Bruce Sowatsky reported the Children’s Trust Fund committee met on January 17 and will be making a recommendation during New Business. The CCRB was the highest recipient for second quarter of CTF partners at \$425.00
- Finance: No Finance report.
- Personnel: No Personnel report.
- Executive – Policies and Procedures: Bruce reported Michelle McElfresh is updating the Policies and Procedures book according to Board recommendations.
- Strategic Planning: No meeting

Report of Executive Director: Bruce Sowatsky reported:

- Michelle McElfresh reported on the 2017 Fall Site Audits. Michelle and Jeanne Spencer reviewed a total of 764 files for the months of March through October. CCRB partnering agencies attained a 96.7% of in meeting billing accuracy, residency, and age requirements.
- Year-End Reports from partnering agencies are due by February 15.
- Surveys about a potential multi-year funding cycle were sent to agency Executive Directors and Board members. Responses are due by January 24.
- CCRB staff has been working on year-end financials for 2017.
- The CCRB audit will begin on February 8.
- County Executive Steve Ehlman has not selected new CCRB Board members.
- Tax reform is on the legislative list for 2018, but at this point none of the bills will impact CCRB funding or Children's Services funding in other counties.
- Agencies previously identified as having programs targeting juvenile justice have been invited to a meeting with Dr. Cyndi Berry on February 9 at the Community Commons, room 243, from 10:00 a.m. to 12:00 p.m. The meeting is open to all agencies.
- CCRB reimbursement cover pages will be emailed by February 1.

Closed Session – Contracts: A motion was made to move into Closed Session.
(M.S.P.: Dempsey/Schneider) – Motion passed.

A motion was made to move out of Closed Session. (M.S.P.: Marty/Onder) – Motion passed.

Old Business: No Old Business.

New Business: Molly Dempsey reported the Children's Trust Fund committee met on January 17 to discuss the 2018 CTF grant applications. A total of \$17,000 was available for 2018 CTF grants, which includes \$4,000 in unspent funds from 2017. The CTF committee recommendations for 2018 funding are:

The Child Center (facility dog care)	\$3,000.00
Community Living, Inc. (respite center fees)	\$3,675.00
Crisis Nursery (car seats and transportation)	\$2,000.00
Nurses for Newborns (home visitation)	\$4,325.00
Our Lady's Inn (food expenses)	<u>\$4,000.00</u>
Total	\$17,000.00

A motion was made to approve 2017 Children's Trust Fund grants totaling \$17,000.00 as presented. (M.S.P.: Dempsey/Onder) – Motion passed.

2018 Service Funding: Bruce reported a clerical error was made at the December 18 CCRB Funding meeting, resulting in an additional \$9,700 in the Service Budget for 2018. Also, due to a Department of Revenue error there is \$19,800 in additional funds available for either adding to the 2018 budget now or making available for supplemental funding in the fall.

A motion was made to hold \$19,800 in reserve for 2018 Supplemental Funding.
(M.S.P.: Dempsey/Schneider) – Motion passed.

A motion was made to award \$9,732.58 to Megan Meier Foundation for their counseling request.
(M.S.P.: Dempsey/Wilson Horn) – Motion passed.

Announcements:

DiAnne Mueller from Crisis Nursery announced their Razzle Dazzle Ball on April 7 at the Westport Sheraton Lakeside Chalet.

Molly Dempsey announced the Boys & Girls Club's Crystal Ball on February 10 at the St. Charles Convention Center.

Bruce Sowatsky announced 1.) Community Living's Legacy Ball on March 3 at the St. Charles Convention Center. 2.) Denise Liebel of United Services will be presented the Humanitarian Award for 2018 from the Greater St. Charles County Chamber of Commerce.

Sissy Swift from the Child Center announced their Trivia Night on February 9 at St. Peter Parish Center in St. Charles.

Laura Ojo from F.A.C.T. announced their Trivia Night on February 17 at Hope Lutheran Church in St. Charles.

Kathy Thompson from LINC announced their upcoming fundraiser night on March 8 from 5:00 to 8:00 p.m. at Chick-Fil-A in Wentzville; LINC's Trivia fundraiser on April 14; and an Open House in celebration of LINC's 25th Anniversary on March 24 from 11:00 a.m. to 1:00 p.m.

Jeanne Spencer asked the agencies to continue to send special events, classes, and other items of interest to her for the CCRB social media account.

Bruce announced the Shower of Love event will be April 26. Businesses, churches, schools, and groups are needed to host collection drives and volunteers are needed on April 25 and 26.

Adjournment: A motion was made to adjourn the meeting at 8:56 a.m.
(M.S.P.: Wilson Horn/Dempsey) – Motion passed.