

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD
OF ST. CHARLES COUNTY
Board of Directors Meeting Minutes
May 21, 2018
Amended September 24, 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, Pastor Raymond Horry, Larry Marty, and Linda Wilson Horn

Absent: Allison Onder and Nancy Schneider (vacation)

Staff: Bruce Sowatsky, Michelle McElfresh, and Jeanne Spencer

Guests: Laura Coleman (Behavioral Health Response), Linda Sanchez (Boys & Girls Club), Lauri Cross Fink (Catholic Family Services), Marion McCord (CHADS Coalition for Mental Health), Sissy Swift (The Child Center, Inc.), Sheri Wiltse (Community Living), Katrina McDonald (Crider Health Center), Laura Ojo (F.A.C.T.), Kathy Thompson (LINC St. Charles County), Wendy Velicher (Lutheran Family & Children's Services), Daria Winker (Our Lady's Inn), Kelly Broeker (Preferred Family Healthcare), Amy Armour (Sts. Joachim & Ann Care Service), Juvaughn Baker and Shannon Gardner (ThriVe), Leeann Davenport (UMSL Center for Behavioral Health), Denise Liebel (United Services for Children), Michelle Gorman (Youth In Need), and Mike Williams (Hochschild Bloom and Company)

Approval of Minutes: A motion was made to approve the minutes of the April 23, 2018 Board meeting. (M.S.P.: Marty/Dempsey) – Motion passed.

Report of the Auditor: Mike Williams from Hoschild Bloom & Company reported on the CCRB's 2017 audit. Board members asked questions and Mike provided answers. Hochschild and Bloom recommended the following:

- Payroll reports are to be more carefully reviewed by someone at the Organization for accuracy after they are prepared by the outside accounting firm.
- Establish a written policy for collection and counting of cash donations.

Bruce reported both recommendations have been addressed and rectified by CCRB.

Partner Presentation – CHADS Coalition for Mental Health: Marion McCord presented on the impact of CHADS' counseling and Signs of Suicide program in the community. Marion also announced CHADS has relocated their offices to 4121 Union Rd, Suite 224 – St. Louis, MO 63129.

Public Comment: No Public Comment.

Report of the Chair: No Report of the Chair.

Report of the Treasurer: Molly Dempsey reported on the four-month statement ending

April 30, 2018. The Services Fund balance is \$724,289 and Current Assets are \$2,030,023. Actual tax revenues collected were \$582,597 on a budget amount of \$616,675. Total revenue for April was \$589,975 on a budget of \$610,775. Expenditure requests for April services totaled \$788,856 on a budget amount of \$637,541. Explanations of the 36 line items that were over the 5% variance and over \$1,000 included: Bethany Christian Services (respite), Big Brothers Big Sisters (mentoring), Boys & Girls Club (center-based services), Catholic Family Services (counseling and Love and Logic), CHADS (home-based services), The Child Center (forensic interviews and advocacy), Community Living (respite), Crider Health Center (care coordination and family assistance), Crisis Nursery (respite), Epworth Family and Children's Services (home-based), FamilyForward (counseling, psychological assessments, and home-based services), Lutheran Children and Family Services (counseling), NAMI St. Louis (Basics & support groups and CIT), Our Lady's Inn (unwed mothers), Preferred Family Healthcare (intensive outpatient, group counseling, assessments and drug tests), UMSL Center for Behavioral Health (testing), The Sparrow's Nest (room and board), and Youth In Need (transitional living) were due to high demand. Catholic Family Services (crisis intervention), CHADS (prevention), The Child Center (prevention), Crider Health Center (Pinocchio and school-based Non-Medicaid), and Preferred Family Healthcare (Team of Concern-intakes) were above the variance due to school-based usage. Crider Health Center (family assistance, Parent Partner, and school-based mental health specialists) was above the variance due to the quarterly Medicaid match to the Department of Mental Health. In Administration, Consulting was over in variance due to payments to Bold Consulting for research and Francis Howell School District for the Trauma Training survey.

A motion was made to approve a wire-transfer for \$788,900 for the month of April.
(M.S.P.: Dempsey/Horry) – Motion passed.

Bruce Sowatsky reported that revenue growth for April increased for the year to a half percent over projected growth.

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

Report of the Chair: Ron Berrey commended the agencies on their successful fundraising campaigns this year.

Report of Standing Committees:

- Children's Trust Fund: Bruce reported CCRB will reapply for CTF partnership.
- Finance: No Finance report.
- Personnel: No Personnel report.
- Executive – Policies and Procedures: Larry Marty reported the Cash Handling policy will be voted on in Old Business.
- Strategic Planning: No Strategic Planning report.

Report of Executive Director: Bruce Sowatsky reported:

- The Shower of Love was successful with \$84,000 in donations received. This year's event benefited 9 nonprofit agencies serving moms and babies in need in St. Charles County. To date, \$966,000 has been raised in donations since the first annual Shower of Love in 2007.
- Michelle McElfresh and Jeanne Spencer completed spring site audits. Michelle will report on the site audit results at the June 25 Board meeting.
- A two-year application cycle is being considered for 2019.
- The 2018 Needs Assessment is 95% complete, and Bruce plans to have the report complete by the June Board meeting.
- Partnering agencies and school districts staff will have the opportunity to present 2019 priorities for funding recommendations to the Board at the June Board meeting.
- Missouri Conflict of Interest forms have been processed by all Board members.
- Bruce announced his wife Heidi Sowatsky has joined the Board of Directors for United Services for Children. Michelle McElfresh will handle any matters involving United Services and the CCRB.

Old Business: Board members received a copy of the proposed Cash Handling Policy and Video Recording Policy.

A motion was made to approve the CCRB Cash Handling policy as presented.
(M.S.P.: Marty/Dempsey) – Motion passed.

A motion was made to approve the Video Recording policy as presented.
(M.S.P.: Dempsey/Wilson Horn) – Motion passed.

New Business: 2-year Application Cycle: Bruce distributed a handout on the proposed two-year application cycle to Board members and Agency representatives.

A motion was made to table the two-year application cycle until the June Board meeting.
(M.S.P.: Wilson Horn/Marty) – Motion passed.

Announcements:

Lauri Cross Fink of Saint Louis Counseling, announced Catholic Family Services is now named Saint Louis Counseling, as of May 1, 2018.

Adjournment: A motion was made to adjourn the meeting at 8:58 a.m.
(M.S.P.: Wilson Horn/Dempsey) – Motion passed.