



Meeting Call to Order: The meeting was called to order at 8:06 a.m. by Melba Houston, Chairman.

Roll Call and Introduction of Guests: The Trustees and other guests introduced themselves.

Present: Melba Houston (Chair), Rod Barnhill, Adam Burkemper, Margie Beckmann, Nancy Behlmann, Kathy Boessen, Glenda Fitzgerald, Christine Heintzelman, Charles (Pheeze) Kemper, Billie Lamb, Dale Reinker and Becky Hoskins (Ex. Dir.).

Absent: Kristin Gentry, Jim Price and David Thompson.

Guests: Tim Bizelli (CFS), Kathy Ianni (CHC), Laura Bickford (FACT), Milli Palmer (PFH), Beth Sailors (PFH), Tom Howes (PFH), Ellen Teller (TCC), Sarah Neuman (SJA), Katelyn Bottem (LCHD/CDC).

Approval of Minutes: *A motion was made to approve the minutes of the July 25, 2012 meeting as printed. (M.S.P.: Burkemper, Kemper)*

Financial Report:

Mrs. Becky Hoskins, Executive Director, presented the financial report, reviewing the following financial documents:

- *Trial Balance as of July 31, 2012*
- *Balance Sheet as of July 31, 2012*
- *Profit & Loss Budget vs. Actual January 1, 2012 through July 31, 2012*
- *Profit & Loss for July 2012*
- *Sales Tax History from 2010 to Present*
- *LCRB 2012 Funding Summary*
- *LCRB 2012 Schedule of Units*

The balance of the People's Bank & Trust accounts on 8_21_2012 was **\$79,259.38** in the Main Account and **\$194,179.65** in the Money Market Account for a total balance of **\$273,439.03**.

The Balance Sheet as of July 31, 2012 showed \$53,657.75 in the prepaid tax match fund. Assets and equity were in balance at \$273,496.54. Mrs. Hoskins noted that she had made an incorrect deposit into the prepaid tax match fund in 2011, which she recently discovered. The error has been corrected, resulting in a decrease in the balance of the tax match fund.

As of July 31, 2012 a total of \$602,472.40 (or 111.54% of budget to date) had been received in revenue and a total of \$549,622.13 (or 93.62% of budget to date) had been paid out for expenses. The net ordinary income to date was \$52,850.27.

A total of \$90,079.27 was received in July 2012 (116.73% of monthly budget) and a total of \$67,999.72 (81.08% of monthly budget) was paid out in expenditures, resulting in net income of \$22,079.55.

The July 2012 sales tax revenues (deposited on 8-7-2012) were \$46,584.29 (-\$15,457.87 or -24.92% less than July 2011.)

In August 2012, \$32,280.66 was paid to our providers. A total of \$474,873.89 of the \$877,324.77 contracted for 2012 services has been paid to our providers. The usage rate of our contracted services through July 31, 2012 was 58.85%.

A motion was made to approve the financial report as printed and presented. (M.S.P.: Lamb, Burkemper)

Correspondence & Announcements:

- Newspaper article, "Child Hunger Called 'A Rampant Problem Now'" about the Children's Hunger Awareness Forum held at SJA on October 26, 2012, that appeared in the St. Louis Review, in the August 6-12, 2012 issue.
- Newspaper article, "School of Rock, Learning New Ways to Have Drug Free Fun" about Preferred Family Healthcare's 2012 summer camp, "Summer Rock", that appeared in the Lincoln County Journal in the August 21, 2012 issue.

D.A.R.T. Report:

Members of DART met with Lincoln County Health Foundation on August 20, 2012 to ask for funding to help defray the cost of a county-wide Drug Perception Needs Assessment. DART is also seeking two other grants for this purpose. DART is continuing to create marketing and promotional materials. DART is now a coalition with the NCADA which will allow for more funding opportunities.

Children's Trust Fund Report:

No new report.

Old Business:

None.

New Business:

1. Office Space for 2013: Pheeze Kemper stated that the Finance Committee believes it would be a good idea for the LCRB to establish its own office, rather than using office space in the Executive Director's home. Pheeze noted that Melba, Margie and he had looked at office space in the Lincoln County Wellness Center and they found it to be adequate. He recommended that the Board consider leasing the 207 square-foot, two-room office space at the Berk Building for 2013. This office space is adjacent to Preferred Family Healthcare's facility. Mrs. Hoskins noted that if the Board approved leasing this office space, that she would begin furnishing the new office and facilitate the transition during the first 3-4 months of 2013 with plans to complete the move by June of 2013.

A motion was made to lease the 207 square foot, two-room office space in the Berk Building for 2013. (M.S.P.: Kemper, Fitzgerald)

2. Approval of 2013 General and Administrative Budgets: Pheeze Kemper presented the 2013 preliminary general and administrative budgets as discussed with the Finance Committee and with Margie Beckmann, Chairman of both the Personnel Committee and Search Committee. These budgets include funding for the establishment of a LCRB office and the hiring of a replacement for Mrs. Hoskins.

A motion was made to approve the printed and presented 2013 general and administrative budgets. (M.S.P.: Kemper, Lamb)

3. Financial Recognition of Dave Ewing's Donation of Time: Pheeze Kemper noted that Dave Ewing has donated a great deal of his time in creating the financial model for our application process. In addition, Dave has agreed to provide training in using the model and assistance with evaluating the model for this year's application process. The Finance Committee recommended to the Board that Mr. Ewing be given a \$75 per hour gratuity for his services to the Board, not to exceed 20 hours.

A motion was made to give Dave Ewing \$75 per hour, not to exceed 20 hours, for his donated services to the Board in creating and facilitating the use of the financial model or 2013. (M.S.P.: Boessen, Heintzeman)

4. Financial Model Training: Mrs. Hoskins announced that Dave Ewing will provide training for the LCRB Trustees in using the financial model on Thursday, September 6, 2012 from 7:00-8:30 p.m. at the Lincoln County Health Department in the Community Room. Refreshments will be served.
5. 2012 Mid-Year Service Report Summary: Mrs. Hoskins stated that the Board packet included a summary of the 2012 Mid-Year Service Reports from our providers. Copies of the full reports are available for review. She noted that almost all of the clinical outcomes had been met or exceeded in the first half of 2012.

Executive Director's Report:

- Mrs. Hoskins briefly reviewed her written Executive Director's August 2012 report.
- The 2013 funding proposals are due on Friday, August 24, 2012 by 2:00 p.m. There are four or five potential new providers expected to apply for funding.
- There is a CASA (Court Appointed Special Advocates) group being organized in Lincoln County and they are considering applying for LCRB funding. Since the advocates are volunteers, it is unknown exactly how the program would be supervised and/or evaluated.

Committee Reports:

- A. Finance Committee: No further report.
- B. Personnel Committee: Margie Beckmann stated that the committee has completed the annual evaluation for Mrs. Hoskins.

- C. Selection & Review Committee: Kathy Boessen, Chairman of the *Selection & Review Committee*, reported that the committee will review the 2013 funding proposals in early September.

Comments for the Good:

- The providers present at the meeting announced various job openings within their organizations.
- Sarah Neumann announced two upcoming SJA events: golf tournament on September 7, 2012 at Bear Creek Golf Course and Halloween Howl for the Homeless/5K run on October 27, 2012 in Cottleville.
- Beth Sailors announced the Katie Hessler event on September 14, 2012.
- Margie Beckmann introduced Katelyn Bottem who will work for two years at the LCHD in conjunction with a grant awarded to the LCHD and a fellowship awarded to Katelyn by the Center for Disease Control.

Adjournment: The meeting was adjourned at 9:12 a.m. by Melba Houston, Chairman.

Next Meeting: The next *Lincoln County Resource Board* meeting is scheduled for 8:00 a.m. on Wednesday, September 26, 2012 at the Lincoln County Health Department (Community Room on south side of building), #5 Health Department Drive, Troy, Missouri, 63379.

Minutes respectfully submitted by:

Becky Hoskins, LCRB Executive Director