



Meeting Call to Order: The meeting was called to order at 8:08 a.m. by Melba Houston, Chairman.

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

Present: Melba Houston, (Chairman), Adam Burkemper, Margie Beckmann, Kathy Boessen, Glenda Fitzgerald, Charles (Pheeze) Kemper, Billie Lamb, Jim Price and Becky Hoskins (Ex. Dir.).

Absent: David Thompson (Treasurer), Rod Barnhill, Nancy Behlmann, Kristin Gentry, Christine Heintzelman and Dale Reinker.

Guests: Tim Bizelli (CFS), Victoria Walker (CHC), Heather Lytle (FACT), Kelly Broeker (PFH), Thom Howes (PFH), Milli Palmer (PFH), Sarah Neumann (SJA)

Approval of Minutes: *A motion was made to approve the minutes of the March 27, 2013 meeting as printed. (M.S.P.: Lamb, Burkemper)*

Monthly Financial Report:

Mrs. Hoskins reviewed several financial documents with the committee that included:

- Balance Sheet as of March 31, 2013
- Profit & Loss Budget vs. Actual March 2013
- Profit & Loss Budget vs. Actual January 1, 2013 through March 31, 2013
- Sales Tax History from 2012 to Present
- LCRB 2013 Funding Summary
- LCRB 2013 Schedule of Units

The balance of the People's Bank & Trust account on 4_22_2013 was \$58,581.98 in the Main Account and \$363,793.73 in the Money Market Account for a total balance of \$422,375.71.

The Balance Sheet as of March 3, 2013 showed \$31,029.81 in the prepaid tax match fund and \$102,000.00 in the LCRB Reserve Fund. Assets and equity were in balance at \$414,887.84.

A total of \$81,071.07 was received in March 2013 (103.14% of monthly budget) and a total of \$69,079.46 (68.90% of monthly budget) was paid out in expenditures, resulting in net income of \$11,991.61.

As of March 31, 2013 a total of \$226,553.66 (or 96.08% of budget to date) had been received in revenue and a total of \$185,941.82 (or 61.82% of budget to date) had been paid out for expenses. The net ordinary income to date was \$40,611.84.

The March 2013 sales tax revenue (deposited on 4-7-2013) was \$81,082.13 (-\$3,197.01 or -3.79% less than March 2012).

In April 2013, \$94,646.92 was paid to our providers. The outstanding 2013 contract commitment is \$870,462.98. The usage rate of our contracted services through March 31, 2013 was 18.45%.

A motion was made to file the financial report for audit. (M.S.P.: Kemper, Price)

Correspondence & Announcements:

None.

D.A.R.T. Report:

Milli Palmer reported the following information about DART:

- The newly-formed DART Executive Board has elected the following officers: Co-Chairs: Milli Palmer and Joy Lillard; Treasurer: Raymond Floyd; and, Secretary, Peggy Leicht.
- The Town Hall Meeting held at TBHS on April 8, concerning the dangers of prescription drugs, was poorly attended. Similar programs will be presented to various community organizations and to appropriate school groups.
- DART will sponsor a Prom Initiative for TBHS that will consist of school presentations before the prom about the dangers of drinking and driving and also random breathalyzer checks at the prom location.
- DART will sponsor a mud volleyball tournament on Thursday, May 23, at the Lincoln County Fairgrounds for Lincoln County high school students.
- The next DART large group meeting will be held on Wednesday, May 29th, at 9:15 a.m. in the Troy R-III Central Office Building.

Children's Trust Fund Report:

Becky Hoskins reported that the LCRB had received a reimbursement check from the Winfield School District for the replacement items for the *RealityBabies* project.

Old Business:

The Missouri Ethics Commission notified the Board that for the year 2012 all Trustees must submit the long form of the Personal Financial Disclosure. After the recently-submitted LCRB resolution takes effect in September of 2013, only the Treasurer and the Executive Director will have to submit the short form of the Personal Financial Disclosure to the MEC. This resolution must be re-submitted every two years. The Trustees were thanked for their cooperation in this process.

New Business:

Adam Burkemper stated that LEW's Accounting & Tax Service had not provided satisfactory accounting services to the Board, putting the LCRB's nonprofit status in jeopardy. The Finance Committee recommended to the Board that Sarah Burkemper, CPA, be engaged to provide the accounting and bookkeeping services for the LCRB. Mrs. Hoskins had contacted Mrs. Burkemper and she is willing to assume these responsibilities for the Board.

A motion was made to no longer use LEW's Accounting & Tax Service and to engage the accounting services of Sarah Burkemper, CPA. (M.S.P.: Lamb, Kemper)

Executive Director's Report:

- Mrs. Hoskins presented her written report for April 2013.
- LCRB Office Update—Mrs. Hoskins reported that the new LCRB Office in the Berk Building in Troy will be ready for occupancy by mid-May. Renters insurance will be acquired to insure the contents of the office and to cover any liability requirement of the signed lease.
- Mental Health First Aid Training—this training will be a joint venture between the regional tax boards and participating area school districts. The training, facilitated by the Missouri Institute for Mental Health will be a 40-hour, one-week course offered this summer in St. Charles County for school personnel. The cost per participant for each school district will be \$1,000. The regional tax boards will

provide donated space for the training and lunches and snacks for the participants. The expected cost for the LCRB will be between \$100-200 depending upon the number of Lincoln County participants. This expenditure will be covered in the meeting expense line item of the 2013 LCRB budget. Each session will have space for a total of 30 trainees. After completion of the course, the trained personnel will be expected to offer three, 8-hour training sessions in their school district.

- The All Agency Meeting is scheduled for May 22, 2013, following the LCRB meeting.
- LCRB Spring Audits: Mrs. Hoskins has conducted fifteen of the sixteen audits and will complete the last audit at NAMI on April 24. The providers have all been well-prepared for their audits.

Committee Reports:

- A. Finance Committee: No further report.
- B. Search Committee: Margie Beckman, reported that the Search Committee would meet following the April 24th Board meeting to review the submitted resumes for the executive director position. Candidates will be selected for personal interviews during May 2013.
- C. Personnel Committee: No additional report.
- D. Selection & Review Committee: Kathy Boessen reported that no business had been conducted in 2013.

Comments for the Good:

- Tim Bizelli, CFS, noted that the cost of the recent anger management groups had not yet been billed to the LCRB.
- Sarah Neumann stated that she had gleaned very beneficial information at the three-day Children's Trust Fund-sponsored Child Abuse and Prevention Conference.

Adjournment: The meeting was adjourned at 8:50 a.m. by Melba Houston, Chairman. (M.S.P.: Kemper, Price)

Next Meeting: The next Lincoln County Resource Board meeting is scheduled for 8:00 a.m. on Wednesday, May 22, 2013 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