



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, (Chairman), David Thompson (Treasurer), Rod Barnhill, Nancy Behlmann, Adam Burkemper, Margie Beckmann, Kathy Boessen, Glenda Fitzgerald, Kristin Gentry, Charles (Pheeze) Kemper, Jim Price and Becky Hoskins (Ex. Dir.).

Absent: Billie Lamb, Christine Heintzelman and Dale Reinker.

Guests: Robyn Booker (CACNEMO), Ellen Teller (CACNEMO), Michelle Brown (CD), Katrina Harper (CHC), Heather Lytle (FACT), Kelly Broeker (PFH), Beth Sailors (PFH), Milli Palmer (PFH), Sarah Neumann (SJA), Mark Grezeskowiak (CFMA) and Chari Bender (NFN).

Approval of Minutes: *A motion was made to approve the minutes of the April 24, 2013 meeting as printed. (M.S.P.: Kemper, Burkemper)*

Monthly Financial Report:

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

- Balance Sheet as of April 30, 2013
- Profit & Loss Budget vs. Actual April 2013
- Profit & Loss Budget vs. Actual January 1, 2013 through April 30, 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 5_21_2013 was \$50,000.00 in the Main Account and \$322,482.40 in the Money Market Account for a total balance of \$372,482.40.

The Balance Sheet as of April 30, 2013 showed \$29,349.70 in the prepaid tax match fund and \$102,000.00 in the LCRB Reserve Fund. Assets and equity were in balance at \$393,122.64.

A total of \$81,250.77 was received in April 2013 (103.37% of monthly budget) and a total of \$103,015.97 (102.74% of monthly budget) was paid out in expenditures, resulting in net income of -\$21,765.20.

As of April 30, 2013 a total of \$307,804.43 (or 97.90% of budget to date) had been received in revenue and a total of \$288,957.79 (or 72.05% of budget to date) had been paid out for expenses. The net ordinary income to date was \$18,846.64.

The April 2013 sales tax revenue (deposited on 5-7-2013) was \$71,444.00 (-\$473.33 or -0.66% less than April 2012).

In May 2013, \$88,600.47 was paid to our providers. The outstanding 2013 contract commitment is \$781,862.51. The usage rate of our contracted services through April 30, 2013 was 26.55%.

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

Correspondence & Announcements:

- A May 15th article from the News magazine Network concerning Sts. Joachim and Ann Care Service was circulated. SJA received a grant from the Cardinal Care Foundation that was used to renovate and improve the client interview rooms at their St. Charles office. A dedication of the renovated space will be held on Thursday, May 23, 2013 at 2 p.m.

D.A.R.T. Report:

Milli Palmer reported the following information about DART:

- The next DART large group meeting will be on Wednesday, May 29, 2013.
- DART will sponsor a county-wide youth volleyball tournament on May 23, 2013 at the Lincoln County Fairgrounds for middle and high school students. Thirty-four teams have registered. The community has been very generous in donating materials and volunteers for this event.
- DART plans to establish a checking account and corporation status in the next few months. Presently, DART income and expenses are being funneled through the LCRB account.

Children's Trust Fund Report:

Kristin Gentry reported that the CTF balance was \$4,348.66 at the end of the third quarter (January to March 2013). Mrs. Gentry recently met with the FCTS Advisory Board, at which time she offered support from the local Children's Trust Fund project.

Old Business:

None.

New Business:

Margie Beckmann, Chair of the Search Committee, reported on the progress of the committee since the last Board meeting. On April 24, the committee reviewed 22 resumes submitted for the Executive Director position. Of these resumes, four candidates were selected for personal interviews. One of these candidates removed her name from consideration, so only three candidates were interviewed on Monday, May 6, 2013. After the completion of the three interviews, the Search Committee unanimously agreed to recommend Cheri Winchester to the Trustees of the LCRB for employment as the new Executive Director, after the retirement of Mrs. Hoskins at the end of the year.

Mrs. Hoskins gave a brief review of Mrs. Winchester's education and work experience. Several of the Trustees offered positive comments about Mrs. Winchester's past accomplishments and energetic and warm personality.

A motion was made to recommend hiring Cheri Winchester to replace Mrs. Hoskins as Executive Director upon her retirement at the end of 2013; Mrs. Winchester will train with Mrs. Hoskins from September 1, 2013 to December 31, 2013. (M.S.P.: Beckmann, Kemper)

Executive Director's Report:

- April 2013 Written Report: Mrs. Hoskins presented her written report for April 2013.
- LCRB Office Update: The office is almost completely furnished. The computer equipment will be moved into the new office, as soon as the liability insurance is obtained.

- LCRB Office Insurance: The Hartford Insurance Company has insured the office contents for \$15,000 but is unwilling to underwrite the liability insurance. John Davis of Troy Insurance Agency will seek other companies to provide the necessary liability insurance.
- LCRB 2012 Audit: Mrs. Hoskins met with Charles Montgomery on May 20 to begin the 2012 audit process. Sarah Burkemper has filed an extension for submission of the 2012 tax return.
- Provider Hearings: Mrs. Hoskins inquired about dates for the upcoming hearings for 2014 funding. The Trustees agreed that only the applicants for new funding would present program information to the entire Board. Hearings for program renewals will be presented to the Selection and Review Committee during the month of September. These dates will be scheduled as soon as possible.
- All Agency Meeting: The LCRB-funded providers will meet following the May 22, 2013 Board meeting.

Committee Reports:

- A. Finance Committee: No further report.
- B. Search Committee: No further report.
- C. Personnel Committee: Mrs. Beckmann noted that Mrs. Winchester had requested permission to continue with some freelance marketing work during the fall training period, to supplement her income. The Trustees agreed that this would be satisfactory, as long as, the Board duties were a first priority.
- D. Selection & Review Committee: No report.

Comments for the Good:

- Ellen Teller, *The Child Center*, stated that her organization had enjoyed working with Mrs. Hoskins.
- Chari Bender, *Nurses for Newborns*, announced that their organization had been approved for a state home visitation program that allows Lincoln County clients to receive at least two visits per month, as well as, other nurturing/family models of service. In addition, NFN was named a federally-endorsed “promising practice”. This endorsement means that other programs may be modeled after the NFN organization throughout the nation.

Adjournment: The meeting was adjourned at 8:48 a.m. by Melba Houston, Chairman.

Next Meeting: The next Lincoln County Resource Board meeting is scheduled for 8:00 a.m. on Wednesday, June 26, 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