



Meeting Call to Order: The meeting was called to order at 8:05 a.m. by Melba Houston, Chairman.

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

Present: Melba Houston, (Chairman), Rod Barnhill, Margie Beckmann, Adam Burkemper, Kathy Boessen, Glenda Fitzgerald, Kristin Gentry, Christine Heintzleman, Billie Lamb, Dale Reinker and Becky Hoskins (Executive Director).

Absent: Nancy Behlmann, Charles (Pheeze) Kemper, Jim Price, David Thompson (Treasurer).

Guests: Robyn Booker (CACNEMO), Saundra Barker (CFS), Katrina Harper (CHC), Heather Lytle (FACT), Milli Palmer (PFH), Kelly Broeker (PFH), Meghan Henkelman (SJA), Bob Dunn (NAMI).

Approval of Minutes: *A motion was made to approve the regular and the closed minutes of the June 26, 2013 meeting as printed. (M.S.P.: Burkemper, Lamb)*

Monthly Financial Report:

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

- Balance Sheet as of June 30, 2013
- Profit & Loss Budget vs. Actual June 2013
- Profit & Loss Budget vs. Actual January 1, 2013 through June 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 7_23_2013 was \$50,000.00 in the Main Account and \$321,036.11 in the Money Market Account for a total balance of \$371,036.11.

The Balance Sheet as of June 30, 2013 showed \$25,751.27 in the prepaid tax match fund and \$102,000 in the LCRB Reserve Fund. Assets and equity were in balance at \$363,768.09.

A total of \$95,905.50 was received in June 2013 (122.02% of monthly budget) and a total of \$101,730.07 (101.46% of monthly budget) was paid out in expenditures, resulting in net income of -\$5,824.57.

As of June 30, 2013 a total of \$475,496.10 (or 100.80% of budget to date) had been received in revenue and a total of 486,004.01 (or 80.79% of budget to date) had been paid out for expenses. The net ordinary income to date was -\$10,507.91.

The June 2013 sales tax revenue (deposited on 7-5-2013) was \$91,021.97 (\$1,057.22 or 1.18% more than June 2012).

In July 2013, \$77,277.41 was paid to our providers. The outstanding 2013 contract commitment is \$608,219.23. The usage rate of our contracted services through June 30, 2013 was 43.99%.

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

Correspondence & Announcements:

None.

D.A.R.T. Report: Milli Palmer reported that the DART's 2nd Annual Anti-Heroin Rally will be held in Troy on September 21, 2013. Kelly Broeker stated that DART's strategic plan will focus on these two issues: 1) addressing the illegal access to prescription drugs; and, 2) providing education for children and parents about the dangers of drug abuse.

Children's Trust Fund Report:

Kristin Gentry reported that with the addition of \$300 revenue in license plate donations, the fourth quarter, (2012-2013) balance of the CTF account is \$4,648.66.

Old Business:

None.

New Business:

- Melba Houston reported that the Board had approved a revised "Conflict of Interest" policy at the June 2013 meeting. A copy of this new policy and Trustee agreement forms were emailed to the Board members after the June meeting. Melba stated that the Board needs to approve the incorporation of the new "Conflict of Interest" policy into the LCRB By-Laws, replacing the former conflict of interest policy section.

A motion was made to incorporate the newly approved "Conflict of Interest" policy into the LCRB's By-Laws and to delete the former "Conflict of Interest" policy from the By-Laws. (M.S.P.: Beckmann, Barnhill)

- Margie Beckmann, Chairman of the Personnel Committee, presented several different medical insurance quotes for Cheri Winchester and her family for the last four months of 2013 and for 2014. The Personnel Committee, in collaboration with Cheri, recommended the Health Savings Plan policy from *CoventryOne* at a cost of \$520.98 per month for the family plan. Both the 2013 budget and proposed 2014 budget have adequate provisions for this insurance cost. The Trustees agreed that this medical insurance policy was acceptable and within the budget parameters of the Board.
- Margie Beckmann stated that the Personnel Committee recommends that the Board pay to send Cheri Winchester to the *Leadership Troy* this fall at a cost of \$150.00. The Trustees agreed that this would be a good networking and learning experience for Cheri as the new Executive Director.

A motion was made to send Cheri Winchester to the Leadership Troy this fall at a cost of \$150.00. (M.S.P.: Beckmann, Reinker)

- Margie Beckmann stated that the Personnel Committee recommends that the Board pay to send Cheri Winchester to a two-day *QuickBooks* training this fall in St. Louis at the cost of \$479.95.

A motion was made to send Cheri Winchester to a two-day QuickBooks training this fall in St. Louis at a cost of \$479.95. (M.S.P.: Beckmann, Lamb)

- Mrs. Hoskins reviewed the proposed LCRB 2014 administrative and general budgets with the Trustees. The total of the proposed administrative budget was \$79,597.60 (about 6.7% of the proposed 2014 total

budget). The proposed 2014 general budget is in balance at \$1,299,180 for income and for expense. This proposed budget would allow for provider funding of \$1,104,202.40, which is \$92,016.87 more than the 2013 funding amount. The final 2014 budgets will be approved at the August 28, 2013 meeting.

- Kathy Boessen, Chairman of the Selection & Review Committee, presented the schedule for the hearing for new and renewal funding proposals in August and September. Any provider applying for new funding will have a 15-minute hearing during the August 28, 2013 Board meeting. All providers re-applying for funding will have hearings scheduled on either September 12 or 13, 2013. Copies of the schedule for hearings for renewal funding were distributed to the providers and to the members of the Selection & Review Committee at the Board meeting.

Executive Director's Report:

- Mrs. Hoskins presented her written July 2013 report to the Trustees.
- Mrs. Hoskins noted that the 2014 funding applications are due at the LCRB office no later than 2:00 p.m. on Friday, August 23, 2013.
- Mrs. Hoskins reported that the 2012 LCRB audit is almost completed, as well as, the 2012 LCRB "990" tax return.
- Mrs. Hoskins explained that due to her husband's change to Medicare as of August 1, 2013, her medical insurance policy was assigned a new policy number and inadvertently the premium for July's coverage was not automatically deducted from the LCRB's checking account. Anthem has assigned yet another policy number for her medical policy and all future premiums will be deducted from her personal checking account. The Board will then reimburse her for the contracted \$550.00 per month for medical insurance for the remainder of the year.

Committee Reports:

- A. Finance Committee: No further report.
- B. Personnel Committee: No further report.
- C. Selection & Review Committee: No further report.

Comments for the Good:

- Heather Lytle mentioned that FACT had sponsored a back to school fair in St. Charles County this year, but next year they plan to host a back to school fair in Lincoln County, as well.
- Billie Lamb announced that the New Salem Baptist Church will host a "Back to School Fair" on Saturday, August 10, 2013. School supplies and some clothing items will be available.
- Bob Dunn announced that NAMI is available to provide presentations for general audiences about mental health. There is a 6-week Basics Class being given on Thursday evenings at Trinity Lutheran Church this summer and 12-week Basics Class for adults is planned for this fall at Trinity.

Adjournment: The meeting was adjourned at 8:55 a.m. by Melba Houston, Chairman. (M.S.P.: Fitzgerald, Lamb)

Next Meeting: The next Lincoln County Resource Board meeting is scheduled for 8:00 a.m. on Wednesday, August 28, 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, Executive Director