

Lincoln County Resource Board
Meeting Minutes of July 25, 2007

Meeting Call to Order: The meeting was called to order at 8:03 a.m. by Adam Burkemper.

Roll Call and Guests: Present: Adam Burkemper, Nancy Behlmann, Kathy Boessen, Kristen Gentry, Melba Houston, Billie Lamb, Jim Price, Gary Sheller, interim Executive Director Tonya McAmis and Executive Director Becky Hoskins.

Guests: Annie Schulte, Jim Wallis, Mary Jones, Lauri Fink, Toni Wankel and Kathy Juergens.

Absent: Rod Barnhill, Margie Cappel, Dr. David Easterday, Penni Gronewald, Carla Potts, David Thompson and Pheeze Kemper

Adam Burkemper introduced the Board's new Executive Director, Becky Hoskins and Jim Wallis introduced Toni Wankel who is temporarily filling in for Nikki Watts.

Approval of Minutes: Melba Houston pointed out that Toni Wankel's name was misspelled in the minutes. *A motion was made to approve the minutes of the July 25, 2007 meeting as distributed with a correction to the spelling of Toni Wankel's name. (M.S.P.: Price, Lamb)*

Old Business: None.

Wellness Center Report: Jim Wallis stated that per their contract, they are preparing a formal report for the period of January 1 through June 30 that is due in a couple of weeks. Toni Wankel has been working 25 hours a week for the last four weeks. They made a presentation to the Troy school district administrators last week regarding a substance abuse awareness in service program. The Center also received a \$250 donation from the Ladies Knights of Columbus. Toni is utilizing the donation to purchase some anger management materials and will present an update to them at their August meeting.

New Business: Tonya McAmis received a phone call yesterday from Youth In Need in which they stated that they were not aware of the RFP, therefore, they wanted an extension of the deadline. It was pointed out that the Selection and Review committee will only have two months to review the applications, make their recommendation to the Board, obtain Board approval, prepare contracts and issue checks by October 1. Kathy Boessen asked who provides funding to Youth In Need at the present time. Tonya indicated that they receive funding from the St. Charles County Community and Children's Resource Board (CCRB) and various other sources. Regardless of the deadline, Youth In Need will be submitting a proposal; however, they would prefer more time to complete their application. Annie Schulte stated that it is not customary to extend the deadline. Gary Sheller felt that it was important for the Board to maintain good public relations with the agencies that make application. He also felt that the Board has the responsibility to fund agencies that are going to provide services and provide them in an efficient manner. Furthermore, the Board has a responsibility to the taxpayers to make sure those agencies are operating correctly and efficiently. The agencies should provide a certain level of performance and responsibility with the allocated funds. He felt that the Board should hold the agencies accountable for completing things in a timely fashion so that a precedent that is set. *A motion was made to not extend the RFP deadline date for Youth In Need. (M.S.P.: Sheller, Behlmann)*

Since the Finance Committee decided to postpone website design for this year due to the limited administrative budget, Tracker Designs has submitted a revised contract based on a monthly lease with a buyout in January of 2008. The Finance Committee will give this proposal further consideration.

Due to the excessive absenteeism of Carla Potts and Penni Gronewald, Billie Lamb inquired as to what the proper procedure is for terminating their appointments. Dr. Easterday has also consistently been absent at meetings, however, a licensed physician must hold a seat on the board and until a replacement can be found, Dr. Easterday must remain on the Board. As discussed at a prior meeting, Melba Houston suggested Dr. James Bockhorst or Dr. Beth Rasmussen. *A motion was made to terminate Carla Potts and Penni Gronewald due to excessive absenteeism. (M.S.P.: Lamb, Behlmann)* After further discussion, it was determined that a two-thirds vote of all Board Members was required to terminate an appointment and the previous motion is null and void due to not having the required two-thirds vote. It was suggested that Becky draft a letter to be sent by the County Commissioners notifying Carla and Penni notifying them that they are in violation of the Bylaws and that they will be removed from office. At the same time, a suggested replacement should be submitted for approval. Billie stated that Harry Stonebraker, Mayor of Winfield, has agreed to serve in Carla's place. *A motion was made to recommend to the County Commissioners that Harry Stonebraker serve on the Board to replace Carla Potts. (M.S.P.: Lamb, Houston.)*

Executive Director's Report: Becky Hoskins thanked Tonya for all her help in making this a smooth transition period for her. Kristen Gentry has set up an office area at Department of Family Services for Becky's use in lieu of working out of her home. Kristen has a prepared contract for Adam's signature regarding use of the space.

Committee Reports:

Personnel Committee - The Committee met after last board meeting to establish a contract for Becky. The Committee will review it again today due to a few changes that Becky would like to make. It will be ready for Adam's signature later this afternoon.

Finance Committee: The Committee met last week with Becky in attendance. The Profit & Loss Budget vs. Actual report was distributed. There is a surplus of \$17,072.53 as a deposit was received in May which was not budgeted for. There is a June deposit of \$79,555.95 with a budget of \$53,000 and a July deposit of \$101,187.67 with a budget of \$137,000. Tax revenue for this July was less than in July of 2005 as budgeted figures were based on 2005 revenues. Every quarter there will be a larger deposit because some of the smaller businesses pay their taxes quarterly instead of monthly. Larger business, such as car dealers and Wal-Mart, pay their sales tax on a monthly basis. The May through July total projected budget is \$190,000 versus an actual of \$197,816.15 (includes interest of \$62.61), therefore, we are currently above budget.

Because the Selection and Review Committee will be awarding contracts based on a percentage basis, the Committee would like to know the total dollar amount that will be available. All contracts will have a clause that states that if the money is not received, then the Board is not obligated to pay it. However, our goal is for there to be a surplus of money left at the end of the year. The original projected budget shows that we will have \$1.4 million (less reserve and administrative costs) available to disperse for the 15-month period. Several agencies have also asked what the total amount will be so they know how much to apply for. The Finance Committee suggests that the Selection and Review Committee assume that \$1.3 million will be available to disperse.

Becky stated that the finance committee will be working with her to see that her office needs are met. Target completion date is August.

Selection & Review Committee Meeting: Annie arranged for the Committee to meet with Bruce Sowatsky and Jan Lewien of CCRB in order to learn how they review and select awards. The Committee found this most helpful.

Comments for the Good: Adam stated that since Tonya has started with the board several years ago, she has battled incredible heat, walked numerous miles, talked to about half of the community in Lincoln County and all the while she conducted herself in a professional manner, kept good rapport with the Lincoln County citizens and pushed Prop 1 through to victory. We are lucky to have had such a leader such as Tonya. She has showed perseverance, loyalty and persistence throughout her tenure with the Board and all the while doing her job with a smile and good sense of humor. Contractually, we will no longer be connected but past, present and future board members will always know and appreciate her dedication, persistence and hard work that she put into this Board and what it took to make Prop 1 pass. For that, he and the rest of the board will be eternally grateful and thanked Tonya. Tonya stated that she could not have done it without everyone's help. Kathy Boessen presented Tonya with bouquet of flowers. Becky also wanted to thank Tonya publicly again for the help that she has given her to make this a comfortable transition and that she handled it very professionally. She also presented Tonya with a bouquet of flowers. Katrina Harper recounted her experience with Tonya on the parade route and stated that Tonya walked a million miles with it being 120 degrees out and she was eight months pregnant!

Annie stated that the phone number that Tonya's used during the campaign will be transferred over to Becky next week.

Copies of the Missouri Sunshine booklet were handed out to all members. Billie asked if meeting notices were to be posted. Annie confirmed that they are to be posted and according to Bruce Sowatsky, they must be posted in three locations. This will need to be further investigated. A notice had been had been placed in the lobby of The Landmark Restaurant, however, it is not posted presently. It was suggested that the notice be posted on the side door of the restaurant versus the front door. It was also suggested that meeting notices could be posted at the Health Department, the County offices, the Wellness Center and The Treasure Shop in addition to The Landmark Restaurant. Notices should be posted two weeks in advance or a general meeting notice can be posted at all times like the notice that was placed at The Landmark.

Next Meeting: The next monthly meeting is scheduled for 8:50 a.m. Wednesday, August 22, 2007 at the Landmark Restaurant.

Adjournment: *A motion was made to adjourn the meeting at 8:50 a.m. (M.S.P.: Price, Lamb).*