



**LINCOLN COUNTY RESOURCE BOARD**  
**Lincoln County, Missouri**

**Meeting Minutes of May 28, 2008**

**Meeting Call to Order:** The meeting was called to order at 8:00 a.m. by Melba Houston, Vice-Chair of the Board.

**Introductions:** The Trustees and other guests introduced themselves.

**Roll Call and Guests:** Present: Rod Barnhill, Kathy Boessen, Dr. Donald Buenger, Margie Cappel, Kristin Gentry, Melba Houston, Charles Kemper, Billie Lamb, Jim Price, Carol Ricks, Gary Sheller, Becky Hoskins, Executive Director and Christy Hall, clerical assistant.

**Guests:** Lauri Cross-Fink (CFS) Annie Schulte (CHC), Janice Mills (SJA)

**Absent:** Adam Burkemper, Nancy Behlmann, David Thompson

**Approval of Minutes:** *A motion was made to approve the minutes of the April 23, 2008 meeting as printed. (M.S.P. Lamb, Kemper)*

**Financial Report:**

Becky Hoskins, Executive Director, presented the financial report. Mrs. Hoskins went over the April reconciliation. Revenue was \$83,018.81. A \$100.00 donation was received from the Elsberry United Methodist Women's Organization. We have spent about 23% of our expenses for the year. Mrs. Hoskins reviewed the taxes that were paid and the tax history. We had a 17% increase in revenues for April.

Mrs. Hoskins also reviewed the utilization of the present contracts. *Catholic Family Services'* Outpatient Psychiatric Services has not used as much as anticipated. She reviewed the General Ledger & noted that we were reimbursed \$198.92 from CTF for the purchase of car seats for the *RealityBabies* program.

A new sweep account has been established at Peoples Bank. We will receive more interest having this type of account.

*A motion was made to approve the financial report as presented. (M.S.P. Cappel, Sheller)*

**Wellness Center Report:**

Jim Wallis was not present to give a report. Lauri Cross-Fink stated that the *Lincoln County Wellness Center* Open House went well and that *Catholic Family Services* has added two new part-time counselors.

**Children's Trust Fund Report:**

Kristin Gentry stated that she attended the All-Agency Meeting on May 7 and they have decided to form a committee to get the word out about supporting the CTF by buying license plates, so that *RealityBabies* may be placed in all Lincoln County schools. The cost of this entire project is estimated at \$20,000.

**Old Business:**

Mrs. Hoskins and Mr. Sheller have worked together to choose coverage for Worker's Compensation and the Board Liability Insurance.

Mr. Sheller stated that MOPERM was the most attractive bid at \$1,000.00 and had the most experience in providing liability coverage for non-profit organizations. This will include coverage for the Board Members and Officers.

The *Finance Committee* recommended the Troy Insurance Agency at \$604.00 per year through MEM (Missouri Employees Mutual) for the worker's compensation insurance.

Mrs. Hoskins noted that her homeowner's insurance coverage will cover up to \$5,000 for non-owned computer equipment and \$1,000 for non-owned office supplies.

**New Business:**

- A. Mrs. Boessen stated that the *Sibshops* program has been great and that LCMC is asking for another \$5,000.00 to expand and continue their program. She went over the modification to the contract and asked the Board to approve it. The money will be coming out of the funds set aside from the \$1.3 million funded for 2007-2008. We have over \$13,000 set aside for these types of requests.

*A motion was made to approve the modification to the LCMC contract to increase the amount of funding by \$5,000. (M.S.P.: Boessen, Kemper).*

- B. Mrs. Hoskins and Mr. Sheller suggested that the LCRB lease Mrs. Hoskins home for \$1.00 per year for liability purposes. This would protect Mrs. Hoskins if anyone would get injured at her residence while doing LCRB work. The LCRB would be responsible and not Mrs. Hoskins, individually.

*A motion was made for approval of this lease. (M.S.P.: Sheller, Buenger)*

- C. Mrs. Hoskins brought up the subject to seek bids for LCRB banking services. There are three Lincoln County chartered banks: Peoples Bank & Trust Co., Silex Banking Company and Bank of Old Monroe. Peoples Bank has legal counsel on staff and they provide all the services needed. The LCRB came to the conclusion that we do not need to seek bids at this time, but may reconsider in the future.
- D. The Needs Assessment Committee is putting out a survey in The Lincoln County Journal to get the public's opinion on what programs may be needed. The LCJ will need 18,575 copies of the survey for the paper. There will be 19,000 printed with the extras going to the local organizations and schools, etc. The approximate total cost of sending out and receiving these surveys will be about \$3,715.87. Mrs. Hoskins is going to check on a non-profit rate to see if we can get some of the expenses down. The surveys will be out in early June and are due back at the end of June

**Executive Director's Report:**

- A. Mrs. Hoskins reported that the applications for funding are on the website and have been emailed to the providers.
- B. The review of the applications for funding for 2009 will begin in September. Mrs. Hoskins already has the meeting times set up.
- C. Janice Mills (SJA) reported that they are kicking off their Capital Expansion Campaign on Friday, June 20, 2008 at 9:00 a.m. They are expanding into the church located right next to them off McClay Road in St. Charles County. This will add 25,000 square feet to their current facilities. They are planning to expand their food pantry and bring more Providers into the building to make it more convenient for people needing their services. Their target date to move into the new facility is June 1, 2009.

On Monday, August 25, 2008 the Crider Health Center is hosting their 3<sup>rd</sup> Annual Golf Tournament at Bogey Hills Golf Course. It is a 4-person scramble playing 18 holes and begins at 11:30 a.m. with the Awards Ceremony at 7:00 p.m. Cost is \$150 per person or \$600 per team.

- D. Several of the Providers have submitted certificates of insurance naming the LCRB as an "additional insured" party. The other certificates are being processed and will be received in the near future.
- E. Mrs. Hoskins thanked all Board members who were present for the All-Agency Meeting that was held on Wed., May 7. Mrs. Hoskins has talked to the Winfield School Board and they want all the Providers to come to the school this fall and talk to the staff about the services they provide. Mrs. Hoskins also stated that she did the Power Point Presentation to the school board and that it went well.

**Committee Reports**

- A. David Thompson was not present to give a *Finance Committee* Report.

- B. Mrs. Cappel did not have a report for the *Personnel Committee*.
- C. Mrs. Boessen stated that the *Selection & Review Committee* finalized the funding applications for FY 2009 funding and tentative dates for review of the applications have been set in September.

Annie Schulte mentioned her concerns that the LCRB would not be giving a cost of living increase. She stated that expenses per employee are increasing due to gas prices and inflation of the economy. Mrs. Houston suggested the providers raise the per unit cost to reflect their increase in operating expenses. It was stated that we would accept an expansion request if the agencies are at 95% or more utilization.

The *Selection and Review Committee* and Mrs. Hoskins will create a letter to send to the Providers concerning the funding guidelines for renewed funding for the FY 2009. Applications are due on August 29, 2008.

**Comments for the Good:**

The *Lincoln County Health Department* is adding on to their building. We will need to find a new meeting room in August. Mr. Kemper said we can use *Troy City Hall* or *Zion United Church of Christ* on Main Street.

Mrs. Boessen brought up the election of officers and asked if we had a provision of terms for the officers. There is no provision in the by-laws for the re-election of officers. A proposal was brought up to set up a committee or have the *Selection and Review Committee* discuss it and bring the recommendation back to the board. They will study the issue and see if the bylaws need to be amended.

**Next Meeting:**

The next monthly meeting is scheduled for 8:00 a.m. on Wednesday, June 25, 2008, at *The Lincoln County Health Department*. A light breakfast will be served at 7:30 a.m. for the Board and all guests.

**Adjournment:**

*A motion was made to adjourn the meeting at 9:20 a.m. (M.S.P.: Boessen, Cappel)*