

**Adair County SB40 Developmental Disability Board
Board of Directors Meeting
May 20, 2025**

MINUTES

BOARD MEMBERS PRESENT: Jessica Guyton, Melissa Hocker, Julie Lochbaum, John McConnell, Dennis Miller, Becky Pike and Jeff Silvernail

BOARD MEMBERS ABSENT: Myra Collins, Carla Mayer

STAFF PRESENT: Julie Atchley, Tiffany Busch, Sean Jacob and Susan Lassabe

GUESTS PRESENT: None

CALL TO ORDER: The Board convened at the SB40 Community Learning Center, 1107 Country Club Dr, Kirksville, Missouri. Vice-Chairman Jeff Silvernail called the meeting to order at 6:00 p.m. after determining that a quorum was present and the proper notice of an open meeting was posted in compliance with RSMO 610.020 (Sunshine Law).

- **Special Election – Chairman of the Board:** Melissa Hocker and John McConnell nominated Jeff Silvernail for the position of Chairman of the Board. There being no further nominations, Dennis Miller moved to appoint Jeff Silvernail as Chairman. John McConnell seconded the motion, which was approved by the following vote: Melissa Hocker-aye, Julie Lochbaum-aye, John McConnell-aye, Dennis Miller- aye and Becky Pike-aye. Jeff Silvernail took the oath of office as Chairman, which was administered by Executive Director Sean Jacob.
- **Oath of Office - New Member:** Jessica Guyton, newly appointed to the Board, took the oath of office, which was administered by Chairman Jeff Silvernail. She was officially seated as a member.

PRESENTATIONS: None

MINUTES: Julie Lochbaum moved to approve the minutes of the April board meeting. John McConnell seconded the motion, which was approved by the following vote: Jessica Guyton-aye, Melissa Hocker-aye, Julie Lochbaum-aye, John McConnell-aye, Dennis Miller- aye, Becky Pike-aye and Jeff Silvernail-aye.

FINANCIAL REPORTS FOR APPROVAL: Julie Atchley presented the financial statements for the previous month. Melissa Hocker moved to approve the statements as presented. Dennis Miller seconded the motion, which was approved by the following vote: Jessica Guyton-aye, Melissa Hocker-aye, Julie Lochbaum-aye, John McConnell-aye, Dennis Miller- aye, Becky Pike-aye and Jeff Silvernail-aye.

FINANCIAL REPORTS INFORMATION ONLY: Julie Atchley presented the monthly funding report and a summary of individual funding requests for the previous month. Tiffany Busch presented the Partnership for Hope funding report for the previous month.

FUNDING REQUESTS: None

STAFF REPORTS:

- **EMPLOYEE RELATIONS REPORT:** Tiffany Busch presented the employee relations report for the previous month which included a summary of results for the quarterly 360 survey.
- **TCM UPDATE:** Susan Lassabe presented the TCM report for the previous month.
- **COMMUNITY LEARNING CENTER REPORT:** Sean Jacob presented the CLC report for the previous month.

- **EXECUTIVE DIRECTOR'S REPORT:** Sean presented the Executive Director's report for the previous month. Becky Pike and Julie Lochbaum have been reappointed for another term as members of the board.

OLD BUSINESS: None

NEW BUSINESS: None

ANNOUNCEMENTS: The next board meeting is scheduled for Tuesday June 24th at 6 p.m. Meeting adjourned at 7:20 p.m.

Respectfully submitted by:

Tiffany Busch, Executive Assistant

The foregoing minutes were approved by the SB40 Board on June 24, 2025.

Jeff Silvernail, Board Chairman