

**Adair County SB40 Developmental Disability Board**  
**Board of Directors Meeting**  
**January 16, 2024**

**MINUTES**

**BOARD MEMBERS PRESENT:** Myra Collins, Don Crosby, John McConnell, Dennis Miller, Jeff Silvernail, Tyson Treasure and Debra Wohlers

**BOARD MEMBERS ABSENT:** Julie Lochbaum, Carla Mayer,

**STAFF PRESENT:** Crystal Amini-Rad, Julie Atchley, Tiffany Busch, Melissa Cline, Sean Jacob and Susan Lassabe

**GUESTS PRESENT:** Lindsey Graves, Graves & Associates

**CALL TO ORDER:** The Board convened virtually via online Zoom meeting. Chairman Don Crosby 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).

**PRESENTATIONS:** FY23 Independent Financial Audit, Greave & Associates- Motion Required. Lindsay Graves presented the audit report for the previous year. She went over the statement of net position, statement of revenues, expenditures and changes in fund balances. In her opinion, the financial statements present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Adair County SB40 Developmental Disability Board as of December 31, 2023, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America. Lindsay said she has a good relationship with the staff. John made a motion to accept the audit report as presented and to authorize a copy of the audit be sent to the Missouri State Auditor to comply with statute. Dennis seconded the motion, which passed with the following vote: Myra Collins-aye, Don Crosby-aye, John McConnell-aye, Dennis Miller-aye, Jeff Silvernail-aye and Tyson Treasure-aye.

**MINUTES:** John moved to approve the minutes of the December board meeting. Dennis seconded the motion, which was approved by the following vote: Myra Collins-aye, Don Crosby-aye, John McConnell-aye, Dennis Miller-aye, Jeff Silvernail-aye and Tyson Treasure-aye.

**FINANCIAL REPORTS FOR APPROVAL:** Julie Atchley presented the financial statements for the previous month. Dennis moved to approve the statements as presented. John seconded the motion, which was approved by the following vote: Myra Collins-aye, Don Crosby-aye, John McConnell-aye, Dennis Miller-aye, Jeff Silvernail-aye and Tyson Treasure-aye.

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

Debra Wohlers joined the meeting

**FUNDING REQUESTS:** There are none at this time.

**STAFF REPORTS:**

- **EMPLOYEE RELATIONS REPORT:** Tiffany presented the employee relations report for the previous month.
- **TCM UPDATE:** Sean presented the TCM report for the previous month.

- **COMMUNITY LEARNING CENTER REPORT:** Melissa presented the Learning Center report for the previous month.
- **EXECUTIVE DIRECTOR'S REPORT:** Crystal presented her report for the previous month.

**OLD BUSINESS:** Update Community Opportunities sheltered workshop – Crystal gave an update on the status of Community Opportunities.

**NEW BUSINESS:** There is none at this time.

**ANNOUNCEMENTS:** The next board meeting Tuesday, February 20 at 6 p.m. Meeting adjourned at 7:20 p.m.

Respectfully submitted by:

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Tiffany Busch, Administrative/HR Manager

The foregoing minutes were approved by the SB40 Board on February 20, 2024.

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Don Crosby, Board Chairman