

**Adair County SB40 Developmental Disability Board
Board of Directors Meeting
September 12, 2023**

MINUTES

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

BOARD MEMBERS ABSENT: None

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

GUESTS PRESENT: Arthythe Curtis, Mary Hodges, Linda Hudnall, Harold Osborne, Rudy Riley, Dick Roberts, Kelly Snipes and Larry Whitney; Community Opportunities

CALL TO ORDER: The Board convened at the SB40 Community Learning Center, 1107 Country Club Drive, Kirksville, Missouri. 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 (NON-VOTING): Arthythe Curtis from Community Opportunities presented a request for agency funding. The board directors discussed the funding request and agreed to take it into consideration.

MINUTES: Dennis moved to approve the minutes of the September board meeting. John seconded the motion, which was approved by the following vote: Myra Collins-aye, Don Crosby-aye, Julie Lochbaum-aye, Carla Mayer-aye, John McConnell-aye, Dennis Miller-aye, Jeff Silvernail-aye, Tyson Treasure-aye and Debra Wohlers-aye.

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

FUNDING REQUESTS: There are none at this time.

STAFF REPORTS:

- **EMPLOYEE RELATIONS REPORT:** Tiffany presented the employee relations report for the previous month and a summary of the quarterly 360 survey results.
- **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:

- There is none at this time.

NEW BUSINESS: The board discussed changing the date of the monthly board meeting to the third Thursday of the month. There were no objections and the board agreed to make this change starting in January.

ANNOUNCEMENTS: The next board meeting Tuesday, November 14th at 6 p.m. Meeting adjourned at 7:45 p.m.

Respectfully submitted by:

Tiffany Busch, Administrative/HR Manager

The foregoing minutes were approved by the SB40 Board on November 14, 2023.

Don Crosby, Board Chairman