

**Adair County SB40 Developmental Disability Board
Board of Directors Meeting
February 11, 2020**

MINUTES

BOARD MEMBERS PRESENT: Don Crosby, Beverly Grubrich, Jo Hall, Susie Keim, Julie Lochbaum, John McConnell, Jeff Silvernail and Dale Stone

BOARD MEMBERS ABSENT: Tyson Treasure

STAFF PRESENT: Julie Atchley, Tiffany Busch, Tom DeBlauw, Jessica Guyton, Connie Johnson, Nancy Pennington

GUESTS PRESENT: Patty Sutton

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 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).

BOARD EDUCATION: Laura was not able to be here as planned due to illness. Nancy shared real stories of real people from our area who are on the wait list.

CLIENT PROFILE: Tom introduced Patty Sutton. Patty talked about participating in the annual Polar Plunge to raise money for Special Olympics. She also participates in Truman Best Buddies. She talked about making Valentine's Day cards for her friends. She talked about her dog, Buddy, and how much she loves taking care of him. She works at Sodexo as a dishwasher and has worked there for 25 years. She is looking forward to competing in an upcoming bowling tournament. She says she's lucky to have the SB40 board to help her out.

Susie Keim arrived at 6:15 pm.

MINUTES APPROVED: A motion was made by John to approve the minutes of the January board meeting. Jo seconded the motion, which was approved by the following vote: Don Crosby-aye, Beverly Grubrich-aye, Jo Hall-aye, Susie Keim-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye and Dale Stone-aye.

TREASURER'S REPORT APPROVED: Julie Atchley presented the financial statements for January. We have received a large portion of our property tax revenue, which will be on the February report. Our TCM income is a little low but should increase with Alan taking on a case load. Jo made a motion to approve the financial statements as presented. John seconded the motion, which passed with the following vote: Don Crosby-aye, Beverly Grubrich-aye, Jo Hall-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye and Dale Stone-aye.

FUNDING REQUESTS: Nancy presented the summary of individual funding requests for the previous month. They consisted primarily of transportation, camp fees and dental treatment. Total funds approved were \$13,453.53 for the month.

Dale made a motion to ratify the board email vote to approve \$2,138.77 for Personal Assistant services for an individual. Julie seconded the motion, which was approved by the following vote: Don Crosby-aye, Beverly Grubrich-aye, Jo Hall-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye and Dale Stone-aye.

EMPLOYEE RELATIONS REPORT: There is nothing to report at this time.

EXECUTIVE DIRECTOR'S REPORT: Nancy presented her reports for the previous month. Logging is up despite some bad weather conditions and employees being out for illnesses. Laura and Alan are both doing really well. We are working on a weighted case load system to balance the caseloads for the Service Coordinators. Our lift is not working and we are working to find a solution. We are still visiting with ATSU and getting feedback from the classes we are teaching this session. Project Stir Graduation was last week. The Management Team has been working on our goals for 2020.

OTHER BUSINESS/ANNOUNCEMENTS: Tiffany has received copier bids from two companies and requested approval to purchase a new color printer in the amount of \$6,018. John made a motion to approve this request, Jeff seconded the motion, which was approved by the following vote: Don Crosby-aye, Beverly Grubrich-aye, Jo Hall-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye and Dale Stone-aye.

Nancy and Tiffany spoke about a new training program that we are looking into for the staff's annual training and professional development. The program is called Relias and we think it will be a good fit for our organization.

The National BoardSource Leadership Forum is on May 7 & 8, 2020 in St. Louis.

NEXT MEETING: The next regular board meeting will be held Tuesday, March 10, at 6 p.m. Meeting adjourned at 6:50 p.m.

Respectfully submitted by:

Tiffany Busch, Administrative/HR Manager

The foregoing minutes were approved by the SB40 Board on March 10, 2020.

Don Crosby, Board Chairman