

**Adair County SB40 Developmental Disability Board  
Board of Directors Meeting  
November 6, 2021**

**MINUTES**

**BOARD MEMBERS PRESENT:** Myra Collins, Don Crosby, Latrisha Hicks, Julie Lochbaum, John McConnell, Jeff Silvernail, Dale Stone, Tyson Treasure and Debra Wohlers

**BOARD MEMBERS ABSENT:** None

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

**GUESTS PRESENT:** None

**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).

**MINUTES APPROVED:** A motion was made by John to approve the minutes of the October board meeting. Jeff seconded the motion, which was approved by the following vote: Myra Collins-aye, Don Crosby-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye, Dale Stone-aye, Tyson Treasure-aye and Debra Wohlers-aye.

**FINANCIAL REPORTS:** Julie Atchley presented the financial statements for October.

**FUNDING REQUESTS/MONTHLY FUNDING REPORT:** Julie Atchley presented the summary of individual funding requests for the previous month. They consisted primarily of transportation. Total funds approved were \$6,247 for the month. Tyson made a motion to approve the financial statements as presented. Myra seconded the motion, which passed with the following vote: Myra Collins-aye, Don Crosby-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye, Dale Stone-aye, Tyson Treasure-aye and Debra Wohlers-aye.

**EMPLOYEE RELATIONS REPORT:** Tiffany reported that we have resumed group employee relations meetings and will be holding those monthly.

**TCM REPORT:** Sean Jacob presented the TCM report for the previous month. Overall morale has been improving and the TCM team is working on a benchmark tracking system.

**COMMUNITY LEARNING CENTER REPORT:** Melissa Cline presented the Community Learning Center report for the previous month. We are slowly getting people back in to the Center for activities and programs. We are seeing some familiar people as well as some new participants.

**EXECUTIVE DIRECTOR'S REPORT:** Crystal presented her reports for the previous month.

**OTHER BUSINESS/ANNOUNCEMENTS:** Julie Lochbaum gave an update on the Greenwood Center project. The search committee for the Director for the Greenwood Center is actively looking for a person to fill the position.

The board has reviewed the mission, vision and values statements of SB40. Tyson made a motion to affirm those statements, Julie Lochbaum seconded the motion, which passed with the following vote: Myra Collins-aye, Don Crosby-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye, Dale Stone-aye, Tyson Treasure-aye and Debra Wohlers-aye.

The Strategic plan and plans for a change in DBA name are still under consideration.

Crystal presented the proposed Residential Requirements Policy. Julie Lochbaum made a motion to approve the policy as presented, Debra seconded the motion, which passed with the following vote: Myra Collins-aye, Don Crosby-aye, Latrisha Hicks-aye, Julie Lochbaum-aye, John McConnell-aye, Jeff Silvernail-aye, Dale Stone-aye, Tyson Treasure-aye and Debra Wohlers-aye.

**NEXT MEETING:** The next regular board meeting will be held on Tuesday, December 7, 2021 at 6p.m. Meeting adjourned at 4:15 p.m.

Respectfully submitted by:

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Tiffany Busch, Administrative/HR Manager

The foregoing minutes were approved by the SB40 Board on December 7, 2021.

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Don Crosby, Board Chairman