

RECORD OF PROCEEDINGS

Date of Meeting: June 9, 2014

Members Present: Chair Pamela Siegenthaler, Vice Chair Dave Leitenberger, Secretary Jim Kulig, Renee Bessick, Lynn Friebe, Deanna West-Torrence, Attorney Jason Murray

Members Absent: Treasurer Robert Kirkendall (excused), Dr. Michelle Kowalski (excused)

Others Present: Patty Harrelson, Nikki Harless, Marsha Coleman, Kevin Goshe, Carl Hunnell, Edith Gilliland

Others Absent:

The regular monthly Board meeting was held on Monday, June 9, 2014, in the Board Conference Room at Richland County Children Services Board. Chair Siegenthaler called the meeting to order at 4:30 p.m. by roll call of Board members present.

On a motion by Bessick, seconded by Murray, the Board unanimously approved the proposed agenda, with an alteration in the order, by all Board members in attendance.

TRAINING

Board members were given an overview of the legal process by Agency Attorney, Edith Gilliland, as it relates to the Agency's duties.

AGENDA

On a motion by Leitenberger, seconded by Friebe, the Board unanimously approved the May 12, 2014 Board meeting minutes.

CONSENT AGENDA

Executive Director's Report and Comments

Harrelson answered questions regarding the Director's report. Clarification was given on the Transitional Housing Project to create independent living with kids between the ages of 18 and 25 years. The Big Red Bookshelf received \$300 in books from St. Peter's school and families are continuing to take these books as intended.

Board members Murray, West-Torrence and Friebel, would like to have Board packets emailed to them prior to Board meetings instead of the mailing. A hard copy of the packet will be provided to them at the regular Board meeting.

The Board Retreat has been scheduled for Saturday October 11, 2014 from 8:30 to 12:30 which location to be determined. All Board members were advised to mark their calendars for attendance at this retreat to discuss mission and values and long term goals for the Agency.

A Personnel Committee and Finance Committee meeting will be set.

The Primary Parent Grant was awarded to Richland, Trumbull and Cuyahoga counties. Harrelson thanked Tim Harless for leading this project.

Hunnell presented the Board with an updated Board member picture roster which will hang in the Agency lobby. Hunnel also reported on upcoming events the Agency will be a participant such as a float in the Miss Ohio Parade on June 15 and the Father's Fun Day at the Y on June 13.

On a motion by Kulig, seconded by Leitenberger, the Board unanimously approved the consent agenda by all Board members in attendance.

Executive Committee Report

This committee did not have a report for this month and reported that Risk Management Plan and Quarterly Report will be done in July.

Finance Director Report

Goshe distributed the May 2014 Finance Report which was balanced by the Auditor's Office.

Goshe discussed the May 2014 Financial Report regarding the revenues and expenditures. This included a beginning balance of \$5,884,850.85, \$734,313.49 in revenue, and \$864,810.98 in expenses with an ending balance of \$5,754,353.36. The ending fund balance reflects 64.5% or 7.7 months of the 2014 budget.

Goshe reported expenses were higher this month due to three pay periods. The Agency received the quarterly reimbursement from the state and payment from Juvenile Court for shared placement costs. The Chevy Cobalt and the Chevy van were sold with \$5,784.63 received. Expenses also included tuition for four employees which include 3 for The Ohio State University and 1 for an online school. A smaller air conditioner that was

damaged from a tree falling on it was replaced at a cost of \$2,675. Goshe also clarified Admin line items.

On a motion by Friebel, seconded by Leitenberger, the Board unanimously approved the Final May 2014 Financial report.

Finance Committee Report

The Finance Committee did not meet this month and will need to meet in June or prior to the July Board meeting.

Personnel Committee Report

The Personnel Committee did not meet this month. Harrelson requested the Board to endorse her meeting with Commissioner Utt regarding Human Resource services and possibility of sharing these services. The Board agreed to Harrelson researching this idea and report back to this committee in June.

Levy Committee Report

The Levy Committee will meet on June 26 at noon.

Services and Program Report

The Services and Program Committee did not meet in May but is planning to meet in July with the date to be decided later.

BILLS

Payment of Agency Bills - On a motion by Friebel, seconded by Leitenberger, the Board unanimously approved payment by signature of the Agency bills.

EXECUTIVE SESSION

At 4:55 p.m., Chair Siegenthaler recommended going into Executive Session. On a motion by West-Torrence, seconded by Murray, the Board voted unanimously to move into Executive Session to discuss legal and personnel matters of separation and termination by roll call vote. At that time, each Board member responded as follows: Kulig, "yes"; Siegenthaler, "yes"; Bessick, "yes"; Friebel, "yes"; Leitenberger, "yes"; West-Torrence, "yes"; and Murray, "yes". The Board asked Harrelson to leave this Executive Session to discuss her evaluation.

On a motion by Bessick, seconded by West-Torrence, the Board returned to open session at 5:10 p.m. by roll call vote.

ADJOURNMENT

On a motion by Bessick, seconded by Kulig, the Board moved to adjourn the meeting at 6:10 p.m.

Respectfully Submitted:

Pamela Siegenthaler, Chair

Marsha Coleman, Recording Secretary