

RECORD OF PROCEEDINGS

Date of Meeting: May 13, 2024

Members Present: Chair Nicole Blakley, Vice Chair Jim Nicholson, Treasurer Bill Hope, Jerry Snay, Pat Heydinger, Judy Forney, Randy Pore, Bennie Allen

Members Excused: Secretary Mary Stentz

Members Absent:

Others Present: Nikki Harless, Nicole Foulks, Kevin Goshe, La'Shaun Reuer, Sarah Soliday, Recording Secretary Amy Hackedorn

Others Absent:

The regular monthly Board meeting was held on Monday, May 13, 2024, in the Board Conference Room at Richland County Children Services. Chair Blakley called the meeting to order at 3:33 p.m. of Board members present and representing a quorum.

AGENDA

On a motion by Snay, seconded by Allen, the Board unanimously approved the proposed agenda by all Board members in attendance.

MINUTES

On a motion by Snay, seconded by Hope, the Board unanimously approved the April 15, 2024, regular Board meeting minutes.

EXECUTIVE DIRECTOR'S REPORT

Harless informed the Board that Catalyst gave us 30 days' notice that they were discontinuing afterhours answering services for our Agency. We were paying them between \$1600-\$1700 per month. Since we had some concerns with mistakes they were making, this was a great opportunity for our Agency to seek a better arrangement. Goshe found an answering service called MAP Communications that charges \$296/month for the first 250 minutes and \$1.28/minute for anything over 250 minutes. We sign a month-to-month contract but will have to give them 30 days' notice if we elect to discontinue this service. Harless explained that the Core Team is reading a book about building culture internally and ways to define an organization's culture. Harless would like to come up with 25 fundamental behaviors that we would like employees to demonstrate. Allen stated that people need to explore their own biases and understand how these might affect how they interact with clients. Blakley asked about the Child Advocacy Center. Harless informed the Board that this is still progressing forward, although there is no goal date set yet for implementation.

On a motion by Nicholson, seconded by Pore, the Board unanimously accepted the Executive Director's report.

Executive Committee Report

No report at this time.

Finance Director Report

April Finance Report

Goshe distributed and reported on the April 2024 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$7,591,694.18, \$3,223,771.00 in revenue, and \$1,221,635.06 in expenses with an ending balance of \$9,593,830.12. The ending fund balance reflects 66.9% or about 8.0 months of the 2024 budget.

Goshe stated that total revenue was 8.4% higher than budgeted at the end of April, primarily due to receipt of the first real estate tax settlement and the first Public Utilities Property Tax payment. Expenses were 3.6% lower than budgeted at the end of April, and all expense lines were lower than budgeted except the Adoption line (which was 4.5% higher than budgeted). Our expenses for the month included the \$50,000 contribution toward the Sterkel Park for All project and the five vehicles that we purchased. The Agency also entered into a contract with Small's Lawncare for 2024 lawncare services. Harless informed the Board that Michele Giess expects to have the sidewalk constructed sometime this week between our Agency and the Sterkel Park for All.

On a motion by Allen, seconded by Snay, the Board unanimously accepted the April 2024 Final Financial Report.

Finance Committee Report

No report at this time. Goshe informed the Board that he contacted Brad Maurer (the architect working with the County on three separate projects). Maurer is going to come out to our building sometime next week to see if he can help us with our bathroom remodeling project as well. Dan Seckel told Goshe that he would recommend Brad to us, and also that he will share the drawings for our building in AutoCAD with whomever we choose for the project. Maurer was involved in the original build for the Agency back in the 1990's. In the event that Maurer's fee would exceed \$25,000, we would have to put out a Request for Qualifications in which we advertise for architectural services.

Personnel Committee Report

No report at this time. Soliday stated that the Committee will need to meet at some point in June.

Services and Program Report

No report at this time. Foulks stated that the Committee will need to meet at some point in July.

BILLS

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

Blakley mentioned that Board members need to respond to Amy Hackedorn prior to each Board meeting regarding whether or not they can attend so that necessary adjustments can be made in the event that a quorum is not reached. Hackedorn needs time to reschedule the meeting, alert the media and repost the new date in order to stay in compliance with Ohio's Sunshine laws. Blakley also emphasized the importance of attending the Board meetings every month and making it a priority to be here so that the needs of the Agency can be addressed.

ADJOURNMENT

On a motion by Nicholson, seconded by Allen, the Board moved to adjourn the meeting at 3:58 p.m.

Respectfully Submitted:
Nicole Blakley, RCCS Board Chair
Amy Hackedorn, Recording Secretary