

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.

August 30, 2022

Therapist Showcase: None

The meeting was called to order at 12:06 pm by Tim Bridges. Those in attendance were Tim Bridges, Donna Costello, Mary Johnston, Sarah Brown, Kathy Matthews, Aimee Yarbrough, Bill Hesse, Bob Rowley, Lynne Rowley, Cathey Bugg, Chelsea Bradshaw, and Lisa Trent. Staff members: Sheila Stinnett, John Goetz, Justice Hernandez, Lynn Reese, Lisa Kadavy, and Katie Golden Absent: Mike Largent

Consent Agenda Items Presented: A motion was made to approve the consent agenda by Lynne Rowley and seconded by Donna Costello; the board unanimously approved. Sheila Stinnett requested that the stakeholder's survey report be pulled from the consent agenda to be discussed separately. A motion to approve the stakeholder's survey report was made by Cathey Bugg and seconded by Lisa Trent; the board unanimously approved.

Old Business:

Possible consideration and vote to approve external financial auditor bid for FY 2022: Lynn Reese received a bid from Barbara Henry, CPA, for \$3,750.00. A motion to approve the bid was made by Donna Costello and seconded by Aimee Yarbrough; the board unanimously approved.

Discussion concerning board portal options: Bob Peterson recommended that the board utilize Office 365 to share documents. The board requested a training from Bob at the next meeting.

New Business:

Possible consideration and vote to approve FY'23 succession plan and business continuity plan: A motion to approve the FY'23 succession plan and business continuity plan was made by Bill Hesse and seconded by Kathy Matthews; the board unanimously approved.

Presentation of FY'22 performance and operations report for persons served: Sheila Stinnett presented the performance report to the board.

Possible consideration and vote to approve FY'23 organizational chart: A motion to approve the FY'23 organizational chart was made by Kathy Matthews and seconded by Mary Johnston; the board unanimously approved.

Discussion and vote to approve OAYS ARPA grant item: Peter Messiah of OAYS informed Sheila of an ARPA grant opportunity. Sheila is putting together a proposal for funding in the areas of staffing and security. A motion to approve the proposal was made by Bob Rowley and seconded by Kathy Matthews; the board unanimously

approved.

Board Resources:

Discussion, signing, and renewing of commitment sheets for board members:
Commitment sheets for FY'23 were distributed to the board.

Legislative Focus of The Month: Kathy Matthews reminded the board of the election on November 8th.

Committee Reports

Financial Committee:

- Possible consideration and vote to approve July 2022 Treasurer's Report: A motion to approve the July 2022 treasurer's report was made by Aimee Yarbrough and seconded by Kathy Matthews; the board unanimously approved.
- Discussion and vote to approve FY' 22 financial report: A motion to approve the FY'22 financial report was made by Donna Costello and seconded by Lisa Trent; the board unanimously approved.

Fund Raising: The committee will meet on Monday, September 12th to discuss this year's event speaker.

Hope for Families: No report

Public Relations: No report

Professional Development & Oversight Committee: No report

A motion to adjourn was made by Tim Bridges and seconded by Kathy Matthews. The board unanimously approved.



Kathy Matthews, President of the Board of Directors
Edmond Family Counseling, Inc.