

**BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.**  
**January 30, 2024**

**Therapist Showcase:** None

The meeting was called to order at 12:10 pm by Kathy Matthews. Those in attendance were Kathy Matthews, Mike Largent, Sarah Brown, Bill Hesse, Lisa Trent, Chelsea Bradshaw, Stephanie Coy, Bob Rowley, Lynne Rowley, Cathey Bugg, and Darla DeSteiguer. Absent: Dewane Crunk Staff members: Sheila Stinnett, John Goetz, Justice Hernandez, Lynn Reese, and Katie Golden

**Consent Agenda Items Presented:** A motion was made to approve the consent agenda by Chelsea Bradshaw and seconded by Lynne Rowley. The board unanimously approved. No items were pulled from the consent agenda.

**Old Business:** None

**New Business:**

**Possible consideration and vote to accept FY'23 external financial audit:** Tabled

**Possible consideration and vote to approve directors & officers, property, and liability insurance for 2024:** A motion to approve the new policy was made by Cathey Bugg and seconded by Lisa Trent; the board unanimously approved.

**Possible consideration and vote to enter executive session to discuss staffing and compensation:** A motion to enter executive session was made by Lynne Rowley and seconded by Lisa Trent; the board unanimously approved.

**Possible consideration and vote to enter regular session:** A motion to enter regular session was made by Bill Hesse and seconded by Cathey Bugg; the board unanimously approved.

**Possible consideration and vote to approve any motions as a result of executive session:** A motion was made to amend the organizational chart effective 2025 as discussed in executive session by Lynne Rowley and seconded by Bill Hesse; the board unanimously approved.

A motion was made to approve salary changes in accordance with the new organizational chart by Kathy Matthews and seconded by Mike Largent; the board unanimously approved.

**Discussion and vote to approve agency participation in the City of Edmond Systems of Care grant:** The agency was asked to participate in the Systems of Care grant in collaboration with Northcare, the City of Edmond, and Edmond Public Schools. Sheila presented our proposed budget and letter of support. A motion was made to approve the agency's participation and financial commitment should the grant be awarded by Chelsea Bradshaw and seconded by Bob Rowley; the board unanimously approved.

**Discussion/update on agency's CARC grant application:** The city changed the application process this year. It is due on February 8<sup>th</sup>.

**Discussion of upcoming OAYS peer review:** Our FY 24 peer review with OAYS will be completed in February.

## **Board Resources:**

Reminder/signup for board boot camp: The next board boot camp will be Wed, April 3<sup>rd</sup>. Board members were encouraged to let us know if they would like to attend.

**Legislative Focus of The Month:** Sheila discussed the Governor's push for income tax reform.

**Community Liaison:** Stephanie Coy and Katie Golden have been working on inviting community partners to Community Chat.

## **Committee Reports**

**Financial Committee:** Possible consideration and vote to approve November- December 2023 Treasurer's Report: A motion to approve the November-December 2023 treasurer's report was made by Kathy Matthews and seconded by Lisa Trent; the board unanimously approved.

**Ad Hoc Rebranding Committee:** Nominee is meeting with the committee on 2/5 to update us on their progress with rebranding.

**Ad Hoc Safety Committee:** Sheila sent out blueprints to the committee so they can meet about saferooms and other safety upgrades.

**Fund Raising:** Katie has updated sponsor materials and is working on getting the Bloomerang payment processor set up. She is also working on a newsletter. Tickets will go on sale February 12<sup>th</sup>.

**Hope for Families:** The committee met and assigned new officers: Lisa Trent is President and Kathy Matthews is Secretary. The Treasurer is from the Hope Center board. A calendar of meetings has been set up.

**Public Relations:** No report

**Professional Development & Oversight Committee:** None

A motion to adjourn was made by Bob Rowley and seconded by Cathey Bugg. The board unanimously approved.



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