

## **BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC. June 28, 2022**

**Therapist Showcase:** Sheila discussed a client that came to EFC for trauma-based therapy.

The meeting was called to order at 12:21 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, and Lisa Trent. Staff members: Sheila Stinnett, John Goetz, Justice Hernandez, Lynn Reese, and Lisa Kadavy Absent: Mike Largent, Cathey Bugg Guests: Chelsea Bradshaw- Shamrock Bank

**Consent Agenda Items Presented:** A motion was made to approve the consent agenda by Lisa Trent and seconded by Donna Costello; the board unanimously approved. Tim Bridges requested that the June special meeting minutes be pulled from the consent agenda for separate discussion. A motion was made to approve the June special meeting minutes with the recommended correction by Kathy Matthews and seconded by Mary Johnston; the board unanimously approved.

### **Old Business:**

**Schedule with Bob Peterson to discuss board portal:** The board will meet with Bob Peterson via Zoom to discuss board portal options.

**Possible consideration and vote to approve agency external financial auditor:** Tabled

### **New Business:**

**Possible consideration and vote to enter executive session to discuss personnel as per title 25 Oklahoma statute 307 (b)(1):** A motion to enter executive session was made by Donna Costello and seconded by Bill Hesse; 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 Kathy Matthews; the board unanimously approved.

**Possible consideration and vote on any motions as a result of executive session:** A motion was made to accept the Executive Director's evaluation as written by Sarah Brown on behalf of the professional development committee; the board unanimously approved.

**Possible consideration and vote to approve job description for part time marketing position:** A motion was made to approve the part time marketing job description by Lisa Trent and seconded by Donna Costello; the board unanimously approved.

**Possible consideration and vote to approve FY'23 strategic action plan:** Sheila reviewed the FY'23 strategic action plan with the board. A motion to approve was

made by Kathy Matthews and seconded by Donna Costello; the board unanimously approved.

**Possible consideration and vote to approve leasing a safe deposit box:** Tabled

**Possible consideration and vote to approve check signers:** Tim Bridges will be leaving the board in August. He will be removed as a check signer as of July 1<sup>st</sup> and Bill Hesse and Cathey Bugg will be added. A motion to approve was made by Lynne Rowley and seconded by Mary Johnston; the board unanimously approved.

### **Board Resources:**

Reminder of slate of officers for July board meeting: The slate of officers will be approved at the July meeting.

Possible consideration and vote to approve Hope for Families board representation: The Hope for Families board will consist of Mike Largent, Bill Hesse, Mary Johnston, and Lisa Trent. Alternates will be Kathy Matthews and Lynne Rowley. A motion to approve the Hope for Families board representation was made by Donna Costello and seconded by Kathy Matthews; the board unanimously approved.

**Legislative Focus of The Month:** No report

## **Committee Reports**

### **Financial Committee:**

- Possible consideration and vote to approve May 2022 Treasurer's Report: A motion to approve the May 2022 treasurer's report was made by Tim Bridges on behalf of the financial committee; the board unanimously approved.

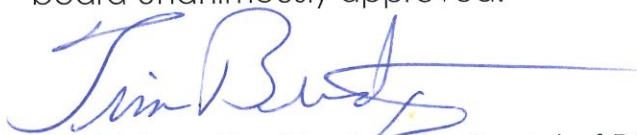
**Fund Raising:** Sheila met with Hal French to report that we met our matching funds goal. He invited her to present to his board again in August.

**Hope for Families:** No report

**Public Relations:** No report

**Professional Development & Oversight Committee:** No report

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



Tim Bridges, President of the Board of Directors