

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.

November 28, 2023

Therapist Showcase: Elena Shimanek discussed her work with one of her clients.

The meeting was called to order at 12:08 pm by Kathy Matthews. Those in attendance were Sarah Brown, Kathy Matthews, Bob Rowley, Lynne Rowley, Bill Hesse, Cathey Bugg, Mary Johnston, Chelsea Bradshaw, Mike Largent, Lisa Trent, Dewayne Crunk, and Stephanie Coy. Absent: Darla DeSteiguer 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 Lisa Trent and seconded by Bob Rowley. The board unanimously approved. No items were pulled from the consent agenda.

Old Business:

Possible consideration and vote to approve FY'24 succession plan: A motion was made to approve the FY'24 succession plan by Lynne Rowley and seconded by Dewayne Crunk; the board unanimously approved.

New Business:

Update on FY'23 overage payment from the Office of Juvenile Affairs: We got an update from OJA that we should be receiving an FY'23 overage payment.

Discussion on 2024 directors & officers, property, and liability insurance: Our insurance agent, Bruce Chadick, expressed concerns about the agency's policy renewal because Philadelphia Insurance is not interested in covering building/contents. Bruce spoke with Sheila about the policy and is working on negotiating the renewal.

Possible consideration and vote to approve RFP for rebranding: The rebranding committee decided to accept Nominee's bid. A motion was made to accept the bid from Nominee and increase the rebranding budget by \$7600 by Lynne Rowley and seconded by Stephanie Coy; the board unanimously approved.

Report on FY'23 external financial audit: Lynn Reese prepared required documentation for EFC's external financial auditor so she can begin our audit process for FY'23.

Report on OAYS state plan submission to the Office of Juvenile Affairs: The Oklahoma Association of Youth Services submitted a new state plan. EFC's Executive Director and Administrative Manager attended meetings to provide input on the plan.

Board Resources:

Reminder of agency Christmas party: The party will be on December 15th from 11:30-1:30 at Alfredos Mexican Café.

Legislative Focus of The Month: Sheila is attending a legislative panel with the Oklahoma Association of Youth Services.

Community Liaison: Stephanie Coy will meet with Sheila and Katie to discuss possible community advocatess and PR for internship program.

Committee Reports

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

Ad Hoc Rebranding Committee: No report

Ad Hoc Safety Committee: The committee will be meeting to go over blueprints and discuss safety upgrades.

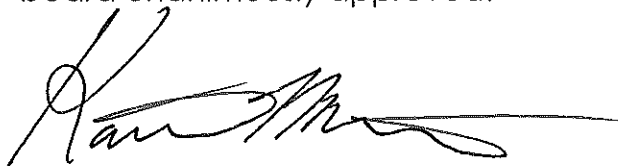
Fund Raising: Sponsorship information is on Teams and Katie is working on a flyer for the event. She has sent all donor information to Bloomerang so that our management system can be set up. She will also be sending save the date cards out for the fundraiser in January.

Hope for Families: The Hope for Families board will be meeting soon to discuss adding a new treasurer and issues with Philadelphia insurance.

Public Relations: K.A.R.E boxes from the OJA innovation grant were delivered to the schools this week.

Professional Development & Oversight Committee: None

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

A handwritten signature in black ink, appearing to read 'Kathy Matthews', with a long horizontal flourish extending to the right.

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