

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.

February 28, 2023

Therapist Showcase: None

The meeting was called to order at 12:04 pm by Kathy Matthews. Those in attendance were Donna Costello, Mike Largent, Sarah Brown, Lisa Trent, Kathy Matthews, Bob Rowley, Lynne Rowley, Bill Hesse, and Cathey Bugg. Staff members: Sheila Stinnett, John Goetz, Justice Hernandez, Lynn Reese, and Katie Golden Absent: Mary Johnston, Aimee Yarbrough, and Chelsea Bradshaw

Consent Agenda Items Presented: A motion was made to approve the consent agenda by Cathey Bugg and seconded by Lynne Rowley; the board unanimously approved. There were no items pulled from the consent agenda.

Old Business: None

New Business:

Possible consideration and vote to approve FY'22 external financial audit: The external audit report had not been received at the time of this meeting.

Update on agency response in community crisis situations: Sheila discussed how the agency responds to community crises and some upcoming trainings she will be doing for school personnel in March.

Update on CARF certification: EFC received a 3 year certification from CARF. There were recommendations in 8 areas that we will address in the quality improvement plan.

Possible consideration and vote to approve revised LED lighting proposal from Voss Lighting: Voss had to add 13 more lights to our final invoice which raised the total price by \$1700. A motion to approve the revised proposal was made by Donna Costello and seconded by Lisa Trent; the board unanimously approved.

Possible consideration and vote to approve Edmond Character Council proposal: Edmond Character Council will not have access to their usual meeting space due to upcoming construction on the building. They asked Sheila if they could meet at EFC for their monthly meetings. A motion to approve was made Lisa Trent and seconded by Bob Rowley; the board unanimously approved.

Discussion on CARC grant proposal: The CARC grant application is due on March 10th. Sheila will present sometime in April and will request the same amount as last year.

Possible consideration and vote to approve OAYS peer review: A motion to approve the OAYS peer review was made by Mike Largent and seconded by Cathey Bugg; the board unanimously approved.

Possible consideration and vote to approve purchase of new group room chairs: A motion to approve the purchase of new group room chairs was made by Donna Costello and seconded by Lynne Rowley; the board unanimously approved.

Discussion about FY'24 strategic planning: Sheila announced that the strategic planning meeting will be combined with the budget meeting in June.

Update on status of OAYS/OJA relationship: Sheila discussed the ongoing conflict between OAYS and OJA with the board.

Board Resources: None

Legislative Focus of The Month: Kathy Matthews discussed the upcoming vote to legalize recreational marijuana on March 7th.

Committee Reports

Financial Committee:

- Possible consideration and vote to approve January 2023 Treasurer's Report: A motion to approve the January 2023 treasurer's report was made by Kathy Matthews and seconded by Donna Costello; the board unanimously approved.
- Possible consideration and vote to approve purchase of certificate of deposit: Kathy Matthews discussed setting up a certificate of deposit with Schwab Bank. The board expressed a preference for using local banks. Lisa Trent offered to check on the rates with Citizens Bank.

Fund Raising: Katie Golden gave an update on Community Chat. So far we have four sponsorships.

Hope for Families:

Possible consideration and vote to replace Mary Johnston on the HFF committee due to maternity leave: Kathy Matthews volunteered to take Mary's place on the HFF committee. A motion to approve was made by Donna Costello and seconded by Lisa Trent; the board unanimously approved.

Discussion on plumbing issue: Hope for Families was able to get repairs done for a plumbing issue that affected both sides of the building.

Public Relations: Sheila will be presenting to the schools on March 20th. EFC staff will also attend the Edmond Public Schools resource fair.

Professional Development & Oversight Committee: No report

A motion to adjourn was made by Lynne Rowley and seconded by Lisa Trent. 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.