

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.
June 27, 2023

Therapist Showcase: Sheila showcased awards received from OAYS.

The meeting was called to order at 12:18 pm by Kathy Matthews. Those in attendance were Donna Costello, Mike Largent, Sarah Brown, Mary Johnston, Chelsea Bradshaw, Lisa Trent, Kathy Matthews, Bob Rowley, Lynne Rowley, Bill Hesse, Cathey Bugg, and Dewayne Crunk. Staff members: Sheila Stinnett, Justice Hernandez, Lynn Reese, Lisa Kadavy, and Katie Golden Absent: Aimee Yarbrough, Stephanie Coy

Consent Agenda Items Presented: A motion was made to approve the consent agenda by Donna Costello 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 strategic action plan: A motion to approve the FY'24 strategic action plan was made by Lisa Trent and seconded by Cathey Bugg; the board unanimously approved.

New Business:

Possible consideration and vote to enter executive session to discuss consultation with agency attorney regarding client issues: A motion to enter executive session was made by Donna Costello and seconded by Lynne Rowley; the board unanimously approved.

Possible consideration and vote to enter regular board session: A motion to enter regular session was made by Donna Costello and seconded by Chelsea Bradshaw; the board unanimously approved.

Possible consideration and vote on any motions as a result of executive session: None

Possible consideration and vote to create a standing community liaison for the board: Stephanie Coy volunteered to be the community liaison for the board, however, the vote will be tabled since she is absent from this meeting.

Possible consideration and vote to approve the creation of a board ad hoc committee to oversee rebranding: A motion to create the ad hoc committee to oversee rebranding was made by Cathey Bugg and seconded by Chelsea Bradshaw; the board unanimously approved. Chelsea Bradshaw, Stephanie Coy, and Cathey Bugg volunteered to be on the committee.

Possible consideration and vote to approve full-time marketing job description: A motion to approve the full-time marketing job description was made by Lynne Rowley and seconded by Lisa Trent; the board unanimously approved.

Possible consideration and vote to approve evening receptionist job description: A motion to approve the evening receptionist job description was made by Donna Costello and seconded by Mary Johnston; the board unanimously approved.

Update on CARC grant and juvenile court MOU: The agency received the full requested amount from the CARC grant. The city requested monthly invoices and quarterly reports from now on.

Discussion on possible fundraising opportunities for FY'24: Sheila updated the board on possible funding opportunities with the French Family Foundation.

Discussion and possible approval on estimate from Ed Humes Locksmith Service on safety upgrades: A motion to approve the estimate from Ed Humes to put locks on every door was made by Lisa Trent and seconded by Chelsea Bradshaw; the board unanimously approved.

Discussion and possible approval on estimate from Suntech plumbing: A motion was made to approve the estimate from Suntech to install the ice machine by Donna Costello and seconded by Mary Johnston; the board unanimously approved.

Possible consideration and approval of the FY'24 OJA contract: A motion to approve the FY'24 OJA contract was made by Kathy Matthews and seconded by Mary Johnston; the board unanimously approved.

Board Resources:

Possible consideration and vote to approve FY'24 board slate of officers: Kathy Matthews was nominated for board President, Mike Largent for Vice President, and Bill Hesse for Secretary/Treasurer for FY'24. A motion to approve the slate of officers was made by Lynne Rowley and seconded by Lisa Trent; the board unanimously approved.

Legislative Focus of The Month: Sheila reported that the Governor has halted the health information exchange process for the time being.

Committee Reports

Financial Committee:

- Possible consideration and vote to approve May 2023 Treasurer's Report: A motion to approve the May 2023 treasurer's report was made by Lisa Trent and seconded by Dewayne Crunk; the board unanimously approved.

Fund Raising: Katie Golden reported that a fundraising calendar has been created. The committee will be working on finding a speaker for this year's event.

Hope for Families: None

Public Relations: Katie has received many calls for Girl Strong signups. She is working on press releases and putting together our K.A.R.E boxes from the OJA innovation grant.

Professional Development & Oversight Committee: None

A motion to adjourn was made by Lisa Trent and seconded by Bill Hesse. The board unanimously approved.

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

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

