

## **BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.**

### **November 29, 2022**

**Guest Speaker:** Jaira Draper presented on one of her clients and the progress they have made with their panic attacks.

The meeting was called to order at 12:18 pm by Kathy Matthews. Those in attendance were Donna Costello, Sarah Brown, Aimee Yarbrough, Lisa Trent, Chelsea Bradshaw, 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, Mike Largent

**Consent Agenda Items Presented:** A motion was made to approve the consent agenda by Donna Costello and seconded by Chelsea Bradshaw; the board unanimously approved. There were no items pulled from the consent agenda.

### **Old Business:**

**Possible consideration and vote to approve employee health and dental insurance for 2023:** A motion was made to continue with Delta Dental insurance by Sarah Brown and seconded by Donna Costello; the board unanimously approved.

A motion was made to switch to the Blue Cross Blue Shield Preferred 3A plan by Donna Costello and seconded by Bill Hesse; the board unanimously approved.

### **New Business:**

**Discuss OJA payment of FY'22 contract overage:** The agency received a payment from OJA for a portion of the amount we overbilled in FY'22.

**Possible consideration and vote to enter executive session to discuss employee pay scales:** A motion to enter executive session was made by Lisa Trent and seconded by Aimee Yarbrough; the board unanimously approved.

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

**Possible consideration and vote on any motions as a result of executive session:** A motion to approve the salary adjustments discussed in executive session was made by Lisa Trent and seconded by Chelsea Bradshaw; the board unanimously approved.

**Possible consideration and vote to approve bid for LED lighting:** A motion was made to approve the bid to replace all of EFC's lighting fixtures with LED panels by Donna Costello and seconded by Lynne Rowley; the board unanimously approved.

**Announcement of CARF dates:** EFC's CARF survey will be on January 5<sup>th</sup> and 6<sup>th</sup>.

**Discussion on security updates for the lobby:** Sheila is looking for someone to install a buzzer system and bullet proof glass for the lobby.

**Board Resources:**

Discussion on board Christmas party: The board Christmas party will be on December 9<sup>th</sup> at 11:30 at the agency.

Discussion on end of year giving: Kathy Matthews encouraged the board to make a donation.

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

**Committee Reports**

**Financial Committee:**

- Possible consideration and vote to approve October 2022 Treasurer's Report: A motion to approve the October 2022 treasurer's report was made by Aimee Yarbrough and seconded by Bill Hesse; the board unanimously approved.

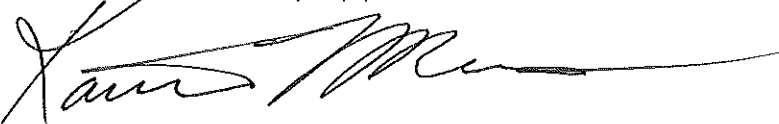
**Fund Raising:** Katie Golden distributed tickets to the board and presented the new poster for this year's event.

**Hope for Families:** No report

**Public Relations:** Katie Golden discussed the OAYS central cluster grant.

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

A motion to adjourn was made by Donna Costello and seconded by Sarah Brown. 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.