

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

### **September 24, 2019**

**Therapist Showcase:** Jamie Prisco-Rudolph presented information on one of her clients.

The meeting was called to order at 12:06 pm by Bill Hesse. Those in attendance were Tim Bridges, Bill Hesse, Sarah Brown, Donna Costello, Mike Largent, Aimee Yarbrough, Kenny Yarbrough, Mary Johnston, Jessica Hunt, and Kathy Matthews. Staff members: Sheila Stinnett, Chad McCoy, John Goetz, Justice Hernandez, and Lynn Reese **Absent:** Chris Budde, Suhani Lageman

**Consent Agenda Items Presented:** A motion approve the consent agenda was made by Mike Largent and seconded by Kathy Matthews; the board unanimously approved.

### **Old Business:**

**Possible consideration and vote on bid for building renovations:** Sheila presented the bids she received for building renovations. The board requested that the vote be tabled so that Sheila can get more information on the contractor's previous jobs and a more specific breakdown of the costs before they approve a bid.

**Possible consideration and vote on changes to policy and procedure:** The board reviewed the changes to policy and procedure. Donna Costello pointed out some grammatical errors to be corrected. Sheila is still waiting on EFC's attorney for the remaining policy revisions. Mike Largent made a motion to approve the policies and procedures with the recommended corrections excluding those being reviewed by Hugh Robert and Donna Costello seconded; the board unanimously approved.

**Possible consideration and vote on employee handbook:** The board reviewed the changes to the employee handbook. Donna Costello pointed out grammatical errors to be corrected. Tim Bridges made a motion to approve the handbook with the recommended corrections and Jessica Hunt seconded; the board unanimously approved.

### **New Business:**

**Discussion on changes to OJA rate system:** Sheila discussed changes to OJA's rate system. In order for EFC to continue billing school groups, OJA requested that she get a letter stating that Edmond schools do not want student information entered into OJA's online tracking system. Sheila spoke with the director of elementary education and has received the letter.

### **Board Resources and Education:**

- **NAMI event:** Sheila announced NAMI's fall festival event on October 1<sup>st</sup>.
- **Mayor's Prayer Breakfast:** Sheila announced that she will be attending the prayer breakfast and that we have 8 seats available for any board members

who want to attend.

**Legislative Focus of The Month:** Kathy Matthews discussed the changes to open carry laws coming on November 1<sup>st</sup>.

## **Committee Reports**

### **Financial Committee:**

- August Treasurer's report: A motion was made to approve the August Treasurer's report on behalf of the financial committee by Tim Bridges; the board unanimously approved. Tim Bridges and Aimee Yarbrough requested to see a balance sheet at the next meeting.

**Fund Raising:** Sheila reported that the fund raising committee met and discussed a new idea for the fundraiser and will meet again on October 11<sup>th</sup> with Lori Dickinson-Black to discuss further.

**Hope for Families:** The HFF board wants to keep 2% of the value of the building in reserve to pay for the deductible. Mike Largent suggested getting the building appraised to determine that amount. Sheila is waiting on the results of the appraisal.

**Public Relations:** Sheila announced that the agency is scheduled to do 7 presentations in the next month. She is also in the process of developing a 4<sup>th</sup> grade social skills program with the Edmond Character Council. EFC was invited to a partnership meeting with the schools to discuss a mental health council.

**Professional Development & Oversight Committee:** None

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



Chris Budde, President of the Board of Directors  
Edmond Family Counseling, Inc.