

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.
June 14, 2019 Special Meeting

Therapist Showcase: None

The meeting was called to order at 12:15 pm by Tim Bridges. Those in attendance were Tim Bridges, Chris Budde, Donna Costello, Bill Hesse, Kenny Yarbrough, Aimee Yarbrough, Kathy Matthews, and Sarah Brown. Staff members: Sheila Stinnett, Chad McCoy, John Goetz, Justice Hernandez, Lynn Reese **Absent:** Mary Johnston, Mike Largent, Suhani Lageman

Consent Agenda Items Presented: None

Old Business:

Update on elementary small group fundraising: The Executive Director presented a donation letter requesting funds for elementary small group services. Sheila reported that so far we have been able to raise \$3000. She then presented stakeholder input from a survey on current elementary school based programming.

Update on building renovation: Sheila reported that the flooring committee met and chose some options for new tile and carpet for the agency. Sheila is looking to do the installation in December of this year and is currently waiting on the estimate.

New Business:

Possible consideration and vote to approve adding Jessica Hunt to the EFC board:
Tabled until June board meeting

Possible consideration and vote to enter executive session to discuss and approve personnel salary schedule for FY'20: A motion to enter executive session was made by Donna Costello and seconded by Bill Hesse; the board unanimously approved.

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

Possible consideration and vote on any motions as a result of executive session: A motion was made to accept the personnel budget as presented in executive session by Donna Costello and seconded by Kathy Matthews; the board unanimously approved.

Possible consideration and vote to approve FY'20 revenue/operational budget: Sheila presented the operational budget changes.

Possible consideration and vote to approve Boulevard contract for FY'20: EFC

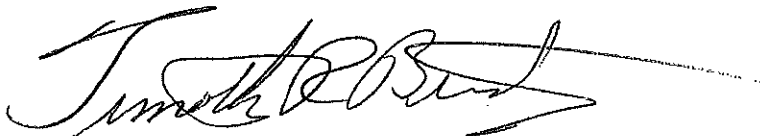
received a \$39,000 contract from Boulevard. A motion was made to approve the contract by Bill Hesse and seconded by Chris Budde; the board unanimously approved.

Possible consideration and vote to approve maximum expenditure by Executive Director without board approval: The current maximum expenditure without board approval is \$1000. A motion was made to keep the current amount by Donna Costello and seconded by Aimee Yarbrough; the board unanimously approved.

Possible consideration and vote to approve travel reimbursement amount: The current travel reimbursement amount is .545/mi. A motion was made to keep the current amount by Aimee Yarbrough and seconded by Donna Costello; the board unanimously approved.

Discussion and vote on personnel salary reserve account at Banc First: A motion was made to restrict the BancFirst account which totals over \$100,000 as the FY'20 salary reserve account by Kathy Matthews and seconded by Donna Costello; the board unanimously approved. Kathy Matthews suggested that changes to policy and procedure regarding reserve accounts be investigated and that those options be presented to the board.

A motion to adjourn was made by Kathy Matthews and seconded by Donna Costello; the board unanimously approved.

A handwritten signature in black ink, appearing to read "Tim Bridges", with a long horizontal flourish extending to the right.

Tim Bridges, President of the Board of Directors
Edmond Family Counseling, Inc.