

BOARD MEETING MINUTES EDMOND FAMILY COUNSELING, INC.
February 26, 2019

Therapist Showcase: John discussed our walk-in crisis process and gave some examples of how the agency helps clients in crisis situations.

The meeting was called to order at 12:27 pm by Tim Bridges. Those in attendance were Bill Hesse, Aimee Yarbrough, Kenny Yarbrough, Mary Johnston, Donna Costello, Suhani Lageman, Chuck DeBellevue, and Chris Budde. Staff members: Sheila Stinnett, Chad McCoy, John Goetz, Justice Hernandez, and Lynn Reese. **Absent:** Lucynda Olberding and Mike Largent **Guests:** Kathy Matthews, Sarah Brown: Citizens Bank, Laurie Dickinson-Black: Edmond Public Schools

Consent Agenda Items Presented: A motion to approve the consent agenda was made by Bill Hesse and seconded by Chuck DeBellevue; the board unanimously approved. No items were pulled from the consent agenda.

Old Business:

Possible consideration and vote on changes to EFC bylaws: A motion was made by Bill Hesse on behalf of the professional development and oversight committee to approve adding the finance committee to the bylaws; the board unanimously approved. Bill Hesse also requested that the board complete a survey in order to revise the committee instructions in the bylaws.

New Business:

Possible consideration and vote to add Kathy Matthews and Sarah Brown to EFC board: A motion was made to add Kathy Matthews to the board by Donna Costello and seconded by Bill Hesse; the board unanimously approved. A motion was made to add Sarah Brown to the board by Aimee Yarbrough and seconded by Bill Hesse; the board unanimously approved.

Possible consideration and vote to enter into executive session to discuss personnel matters: A motion was made to enter executive session by Donna Costello and seconded by Chris Budde; the board unanimously approved.

Possible consideration and vote to enter into regular board session: A motion was made to enter regular session by Bill Hesse and seconded by Chuck DeBellevue; the board unanimously approved.

Possible consideration and vote on any motions as a result of executive session: Sheila presented the clerical assistant position to the board. Kathy Matthews pointed out that the position may impact the agency budget and salary schedule. A motion was made to approve the new clerical assistant position by Chuck DeBellevue and seconded by Donna Costello; the board unanimously approved. A motion was made

to approve Audrey Woods's maternity leave to include accrued sick and unpaid leave at the Executive Director's discretion by Kathy Matthews and seconded by Donna Costello; the board unanimously approved.

Discussion about compromise of agency credit card: Sheila explained an incident in which she was alerted by the bank that the agency credit card had been compromised with some out of state charges. The bank waived the charges and issued a new card.

Staff satisfaction survey: The staff satisfaction survey was presented to the board.

Committee Reports

Board Resources and Education:

- a. Center for non-profits training: Sheila reminded the board of the training on May 2nd.
- b. Discussion and approval of committee assignments and date for strategic planning meeting: The board reviewed the committee assignments and decided on April 30th at 11:00 am for the strategic planning meeting.

Legislative: Chuck DeBellevue reported that he has been trying to set up a meeting with Senator Adam Pugh.

Fund Raising: Sheila reported that St. Luke's had an issue with their tech crew's schedule so we are not using their location for the fundraiser. There was discussion on other possible locations.

Hope for Families: Chris Budde announced that HFF signed the contract for the sale of land and turned it in to Randall Shadid. They have not heard back from him yet. She has not yet received any of the financial reports or bills from the Hope center that she requested.

Public Relations: Sheila announced that she has been nominated to sit on an advisory committee for Edmond Public Schools.

Professional Development & Oversight Committee: None

Tim Bridges, President of the Board of Directors



Edmond Family Counseling, Inc.