

# Jackson County Community Children's Services Fund Board Meeting Minutes

Thursday, March 1, 2018, 2:30 p.m.  
Greater Kansas City Community Foundation office  
1055 Broadway Blvd., Suite 130, Kansas City, Missouri

## **Board Members Present:**

Rhonda Holman, Chair  
Robert Bartman, Ed.D.  
Luis Cordoba, Ed.D.  
Brian Kaberline  
The Honorable Ann Mesle  
Jovanna Rohs , Ph.D .  
Marietta Parker, J.D.  
Rachelle Styles

## **Board Members Absent:**

None

## **Guests. Affiliations:**

Jennifer Jones, Greater Kansas City Community Foundation  
Gwen Wurst, Greater Kansas City Community Foundation  
Jennifer Furia, HCap Search  
Nancy Atwater, Preferred Family Healthcare  
Lynn Durbin, Steppingstone  
Erin Eaton, The Salvation Army Children's Shelter  
John Fox, The Examiner  
Carrie St ewart , Commerce Bank

Director Holman called the meeting to order at 2:33 p.m. and welcomed everyone. Roll call of the board was taken. She then asked the guests to introduce t hemsel ves.

Dir. Holman next asked the board to review the minutes from the January 30 Special meeting and the February 8 Board meeting previously provided to the board. Following a motion by Director Parker and a second by Director Mesle, both sets of minutes were unanimously approved. Ms. Jones confirmed that the meeting date was corrected on the January 30 meeting minut es.

Dir . Holman reviewed the draft agenda and invited discussion and desired revisions. There being no revisions, the agenda was approved as present ed.

## **New Business**

Dir. Holman shared that the Fund received a request for Fiscal Note from the Missouri Office of Oversight of Legislation. House Bill 2477 will impact the St. Louis County Children's Services

Fund by restricting their funding of county or state organizations. The Bill also addresses prevention of juvenile delinquency. The Bill refers to specific forms of government and population guidelines that do not apply to Jackson County. Dir. Holman responded to the note prior to the deadline.

Dir. Holman invited Director Kaberline to comment on a new tax abatement agreement that was recently approved. Dir. Kaberline shared with the Board that abatement agreements can impact Fund revenues and described a recent agreement in Blue Springs.

## **Old Business**

### **Financial Report**

Director Styles presented the financial report. The actual tax deposit for January 2018 was \$932,444 . Dir. Styles also shared that effective immediately, members of the board are covered by \$5 mil in D&O coverage through the Philadelphia Insurance Company. The premium cost is \$5,698.

Dir. Holman next brought up the conversation of protecting the Fund's revenues in order to ensure that the Fund may meet the contract commitments. The current balance is approximately \$9.3 million. The Fund has a contingent liability for \$5.7 million for the contracts awarded. Dir. Holman suggested the board may wish to determine a reserve amount to offset any future changes in revenue. The board discussed several possibilities to reserve funds, project expenses, future contracts and utilizing reserved funds for innovative programming .

### **2018 Contract Award Process**

Dir. Rohs shared that she and Dir . Holman have reached out to each awarded applicant to discuss revisions, as applicable. All but two of these agencies have completed the requested revisions. Contract Agreements will be sent to agencies two weeks after the template is received by the Community Foundation.

Dir. Holman explained that contracts will cover services provided between February 1 and December 31, 2018. GKCCF will create quarterly invoices in the application portal. Dir. Mesle asked who would review the invoices and suggested that the Fund could pay for outside help on reviewing the invoices.

The second Fund award competition is expected to launch in September or October 2018 with awards being made in January 2019.

### **Legal Affairs**

Dir. Holman asked Dir. Mesle to update the board on legal matters. Dir. Mesle shared that four members of the board reviewed the contract template and that it should be available shortly for use with awarded agencies. Following a motion by Director Bartman and a second by Dir. Parker amendments to the bylaws were unanimously approved. Dir. Holman pointed out that one significant change in the bylaws was shortening the meeting notice period to 24 hours from the 7 days required by Jackson County policy.

Dir. Holman reminded the board that board terms expire on March 31. Nominations for board officers will be announced before the annual board meeting in April, per the amended bylaws. Dir. Holman added that the new bylaws require that appointments to the Audit Committee be made at the April meeting.

Dir. Mesle distributed conflict of interest forms. Completed forms may be returned to Dir. Kaberline prior to the next board meeting.

### **Executive Director Search**

Dir. Holman announced that the April 5 board meeting will be dedicated to the executive director search process. An April 12 meeting will be the Board's annual meeting and will include officer elections. There are three current board members whose terms expire on March 31 (directors Bartman, Kaberline and Styles). Dir. Holman will contact them to discuss whether they wish like to extend their board service for another term, which will be 3 years. There is still the need to fill the board position vacated by Director Dredd Scott.

Dir. Holman expressed strong commitment to maintaining the board's current diversity so that the JCCSF board reflects the County's diversity. There is a link on the Jackson County website for individuals interested in serving on County boards and commissions. Dir. Mesle shared that it is important to identify board candidates from County District 3 (Independence area) .

### **Other Items**

Dir. Holman shared that she and Dir. Rohs presented at the Jackson County Legislative meeting on February 12 and that she attended the Children Services Fund Executives meeting in Warrenton, Missouri on February 16. A history offunding of Children's Services Funds is being developed and following the meeting Dir. Holman shared the Jackson County Community Children's Services Fund information for this record.

Dir. Parker made a motion to approve the proposed executive director position description, the official job description that hiring and firing will be based on. Following a motion by Dir . Bartman and a second by Dir . Kaberline, the executive director position description was unanimously approved.

Dir . Parker introduced Jennifer Furia to provide the update on the Executive Director search. Ms. Furia provided a summary of the recruitment process to date. The application deadline was February 28. Directors Holman, Cordoba and Parker comprise this project's working group. Ms. Furia presented the stakeholder survey results. Full copies of the survey questions and results are available upon request. Dir . Holman thanked the Community Foundation for its help with sending the survey to 800 recipients. The rate of return was seven percent. Dir. Mesle recommended that, in addition to the survey, the Fund host a community meeting and find ways to connect with the community.

Search counsel cast a wide applicant net that included intentional outreach for candidates of color. The strongest 10 to 12 applicants will be considered at an "on-paper review" to take place on March 8<sup>th</sup> followed by the first round of interviews on March 21<sup>st</sup> and 22<sup>nd</sup> with 5 to 6 candidates. The finalist round of interviews will include 2 or 3 candidates and will comprise the April 5 board meeting, which will be a Closed session. The search working group will bring a recommendation to the April 12 board meeting. The board will vote on the recommended candidate during Open session.

Dir . Holman opened the meeting for questions or comments. There being no further discussion, Dir. Holman asked for a motion to enter Closed session to discuss a personnel matter. It was moved by Dir . Parker and seconded by Dir. Styles and the motion was unanimously approved via roll call vote.

The Board returned to Open Session and adjourned at 3:55 p.m.

Next meeting: May 3, 2018, 2:30 p.m., MARC Westview Room