

Jackson County Community Children's Services Fund Board Meeting Minutes

**Thursday, May 3, 2018, 2:30 p.m.
Mid-America Regional Council Office
600 Broadway Boulevard, 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.

Board Members Absent:

Rachelle Styles

Guests, Affiliations:

Rob Whitten, Cornerstones of Care
Sarah Forgey, Greater Kansas City Community Foundation
Evie Craig, reStart
Barb Friedmann, Children's Services Coalition
Carol Grimaldi, Cornerstones of Care
Claire Terrebonne, Jackson County CASA

Director Holman called the meeting to order at 2:30 p.m. and welcomed everyone in attendance. Roll call of the board was taken and guests were invited to introduce themselves.

Dir. Holman asked the board to approve the minutes from the April 12, 2018 meeting, which were previously provided to the board for review. Director Bartman noted that the minutes state that he was present via phone when he was present in person. With the correction noted and following a motion by Director Rohs and a second by Director Parker, the minutes were unanimously approved.

Next, Dir. Holman asked for a review of the meeting agenda. With no changes suggested, the meeting continued.

New Business

Dir. Parker introduced JCCCSF Executive Director, Rob Whitten. Mr. Whitten will begin in the Executive Director position on Tuesday, May 29. He will also attend the Children's Services Fund Executive Directors' meeting in Columbia on May 18. Mr. Whitten thanked the board for the opportunity to serve as Executive Director and provided an overview of his professional background.

Dir. Holman invited Dir. Bartman to provide an update on the Executive Director Transition Team's activities. Dir. Bartman shared that the transition team met with Mr. Whitten to discuss how the team can be helpful during his transition into the Executive Director position.

Financial Report

Dir. Holman presented the financial report. The tax deposit for March 2018 was \$1,046,272.00. As of April 30, 2018, the fund account balance is approximately \$11.8 million which includes approximately \$5.7 million in contract payables. A request for extension on filing the 2017 990 was submitted. The board agreed that the date the legislature approved the Fund, January 17, 2017, should be the inception date on record.

Dir. Rohs updated the board on the process of paying contractors. Smart Payables conducted a test run on the May payments. Dir. Rohs will confirm with Director Styles that the amounts in the test run were correct.

2018 Contract Award Process

Dir. Rohs shared that GKCCF is reviewing the submitted Quarter 1 progress reports and send any issues to Dir. Holman and Dir. Rohs by Friday, May 4. Dir. Rohs also shared that the first quarter reports reflect the anticipated startup time that agencies needed to begin new programs or to expand existing ones. No agency requested more than 17% of its total award and some requested \$0.00. Q1 invoices total approximately \$338,000.

Legal Affairs

Dir. Mesle encouraged Mr. Whitten to meet with the Fund's legal counsel, Mr. Greg Lam, as part of his transition agenda. The two gentlemen were previously introduced when the terms of Mr. Whitten's hiring were being finalized.

Chair's Report

Dir. Holman invited Director Cordoba to speak on the behalf of a possible candidate for the open board seat. Dir. Cordoba expressed his support for the candidate. Dir. Holman will refer the candidate's name to Jackson County for consideration.

Dir. Holman reported that members of the board have been invited to the Jacob and Ella Loose Foundation board of directors meeting on June 7th. Dir. Rohs and Mr. Whitten plan to attend the meeting. Other board members who wish to attend should let the Chair know so she can confirm the number of guests with the Loose Foundation.

Finally, Dir. Holman asked the members of the board to consider what topics they may want addressed at future meetings. Possible topics included Children's Services Funds in other parts of the state, representatives of other foundations, the Kansas City Police Department and the Jackson County juvenile court system.

Open for Comments

Dir. Holman then opened the meeting for additional director comments, followed by comments from guests. Dir. Parker asked what amount the Fund could expect to designate for administrative costs. Dir. Holman responded that Dir. Styles had estimated 3.5% of receipts, roughly \$420,000, for non-services contract expenses. Dir. Styles and Mr. Whitten will revisit Dir. Styles' projected budget to revise it in light of Mr. Whitten's hiring and additional information that became available since that budget was created a few months ago.

Dir. Rohs pointed out that the July meeting is scheduled for July 5. Dir. Holman responded that a review of the bylaws would confirm whether monthly meetings are required, though she believed that they were not. The bylaws showed that board meetings must be held at least quarterly. The board will consider moving or cancelling the July meeting.

There being no further discussion, Dir. Holman asked for a motion to adjourn the meeting. With a motion from Dir. Bartman that was seconded by Dir. Parker, the motion was unanimously approved and the meeting was adjourned at 3:25 p.m.

Next meeting: June 7, 2018 in the Westview Room at Mid-America Regional Council.