

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 December 4, 2012

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p style="text-align: center;">Attendance</p> <p style="text-align: center;">Call to Order</p> <p style="text-align: center;">Secretary's Report</p> <p style="text-align: center;">Treasurer's Report September 2012 Financials</p>	<p>Anita Parran, Tammy Kemp, John Humphrey, Mark McCaskill, Melissa Robinson, Betty Sharp, Barbara Winkler and Candace Cunningham, Board Members. Paula Smith, Absent. Nancy Nicolaus, Earlene Clayton, Kathy Marlatt, Jake Jacobs and Kathleen Ganaden, Staff. Guests: Aaron Martin, Sharon Bryant, Willa Robinson and Charlene Adams. A quorum of board members was present.</p> <p>Anita Parran, Board Chair called the meeting to order at 6:00PM at the eitas Administrative offices located at 8511 Hillcrest, Kansas City, Missouri.</p> <p>Board Chair, Anita Parran inquired if there were any questions or changes to the October 23, 2012 board meeting minutes. There were none. Motion: Barbara Winkler, Member moved to accept the October 23, 2012 minutes as presented. John Humphrey, Member seconded the motion. Motion Carried.</p> <p>Mark McCaskill, Treasurer, shared the financial highlights for <u>October 2012</u>:</p> <ul style="list-style-type: none"> • Total liabilities at the end of October were \$3.8M • Operating revenues for October were about \$1.1M • Operating expenses for October were \$1.2M • Net Loss for October was <\$229,694> • YTD Net Loss from operations was <\$354,499> • After depreciation and gain/loss on disposal of assets, the YTD net loss was <\$1.1M> • Operating Cash balance at the end of October was \$3.3M. • Total Investments at the end of October were \$2.0M <p>Mr. McCaskill inquired if there were any questions and there were none. This concluded the financial report for October 2012.</p>	<p style="text-align: center;">Information</p> <p style="text-align: center;">Motion: Barbara Winkler, Member moved to accept the October 23, 2012 minutes as presented. John Humphrey, Member seconded the motion. Motion Carried.</p>

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<p>Agency Presentation None</p> <p>Committee Reports</p> <p>Executive Director's Report</p> <p>Old Business Dr. John McGee</p>	<p>No presentation scheduled.</p> <p>No committee reports as there were no Property or Planning & Services committee meetings in November or December.</p> <p>Jake Jacobs, Executive Director inquired if there were any questions to the report previously submitted. There were none.</p> <p>Mr. Jacobs shared with members a PowerPoint presentation of photographs taken of the recently completed Habitat House and the excited new owners. Mr. Jacobs and eitas staff attended the house dedication and blessing.</p> <p>Mr. Jacobs shared that this was a truly great experience for eitas to join with partners like Habitat and Independence's 12 Block West Program to bring about the creation of a totally accessible home and hopefully many more in the future.</p> <p>Jake Jacobs acknowledged the sadness felt by so many with the passing of Dr. McGee and shared that eitas plans to carry on Dr. McGee's legacy and Gentle Teaching program. A memorial book is being made up and funds are being collected for the McGee family.</p> <p>Mr. Jacobs noted that an annual Dr. John McGee award has been suggested and if there is no objections the award will be added to the annual awards list once criteria for the award has been established.</p> <p>There were no objections to the new award from members. From discussions it was noted that members would like the criteria pertaining to the new award opened to anyone in Jackson County, including eitas staff.</p>	<p>Information</p>

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<p>Old Business FY 2013 Budget</p>	<p>It was noted that Board members had received copies electronically of the second draft of the 2013 budget developed from projected revenues and expenditures through October 2012, as well as planned needs in 2013.</p> <p>Mr. Jacobs noted that with losses sustained in 2012 he had to look at ways to cut costs and reduce expenses to manageable levels in the current economic environment. This meant cuts to almost every department and no major renovations to any eitas facilities, with only routine maintenance and upkeep.</p> <p>In addition, no Support Coordination teams will be added in 2013 until it proven that all expenses are covered appropriately. At the end of the first quarter Mr. Jacobs would like to revisit the budget to see where things are in relation to starting a new team.</p> <p>Following a thorough discussion the following motion was made. Motion: John Humphrey, Member moved to the FY 2013 budget as presented. Betty Sharp, Member seconded the motion. Motion Carried.</p>	<p style="text-align: center;">Motion: John Humphrey, Member moved to the FY 2013 budget as presented. Betty Sharp, Member seconded the motion. Motion Carried.</p>
<p>New Business</p>	<p>Members of the eitas workgroup called the Employee Appreciation Team (E.A.T.) had representatives present at the meeting and presented board members with a handmade Christmas ornament in appreciation of the support members have given to employees this past year. The goal of the workgroup is positive feedback within the workplace.</p> <p>Members also reviewed and approved the 2013 meeting schedule. It was noted that the Property and the Planning and Services committees are scheduled to meet every other month unless a need occurs to call a special meeting of one or both committees.</p>	<p style="text-align: center;">2013 Meeting Schedule for Board Members Approved</p>

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<p>Public Comment</p> <p>Adjournment</p>	<p>None.</p> <p>There being no further business, Anita Parran, Board Chair asked for a motion to adjourn. Motion: Barbara Winkler, Member moved that the meeting be adjourned and Tammy Kemp, Board Vice Chair seconded the motion. Motion Carried. The meeting adjourned at 6:36PM.</p> <p>Following adjournment a motion was made to go into Closed Session. Motion: Anita Parran, Board Chair moved that the Developmental Disability Services of Jackson County Board of Directors go into Closed Session pursuant to the Missouri Revised Statutes 610, Subsection 610.021 to discuss real estate issues. Barbara Winkler, Member seconded the motion. Motion Carried.</p> <p>Respectfully submitted,</p> <p>Paula Smith Board Secretary</p>	<p>Information</p> <p>Motion: Barbara Winkler, Member moved that the meeting be adjourned and Tammy Kemp, Board Vice Chair seconded the motion. Motion Carried.</p> <p>Motion: Anita Parran, Board Chair moved that the Developmental Disability Services of Jackson County Board of Directors go into Closed Session pursuant to the Missouri Revised Statutes 610, Subsection 610.021 to discuss real estate issues. Barbara Winkler, Member seconded the motion. Motion Carried.</p>