

Developmental Disability Services of Jackson County - eitas
Board of Directors Meeting
 March 22, 2016

Topic/Issue	Minutes	Summary of Action Taken or Pending
<p>Attendance</p> <p>Call to Order</p> <p>Secretary's Report</p> <p>Treasurer's Report Overview of 2015 Financial Stmts.</p>	<p>John Humphrey, Tammy Kemp, Anita Parran, Russell Jones, Lisa Honn and Betty Sharp, Board Members. Absent: Paula Smith. A quorum of board members was present. Earlene Clayton, Nancy Nicolaus, Anne Whalen, Jake Jacobs and Kathleen Ganaden, Staff. Guests: Jami Owens, Legislator Dennis Waits, David Davis-Attorney, Councilman Curt Dougherty, Councilwoman Karen DeLuccie, Mayor Eileen Weir, Mike Sanders-Attorney, Bob and Charlene Adams and Sarah Mudd.</p> <p>John Humphrey, Board Chair called the meeting to order at 6:00PM at the Administration Building of Developmental Disability Services of Jackson County - eitas located at 8511 Hillcrest, Kansas City, Missouri.</p> <p>Tammy Kemp, Board Secretary inquired if there were any questions about the February 23, 2016 Board meeting minutes. There were no questions or changes. Motion: Anita Parran, Treasurer moved to approve the February 23, 2016 minutes as presented. Betty Sharp, Member seconded the motion. Motion Carried.</p> <p>Anita Parran, Board Treasurer opened her report by sharing the Finance Committee had met earlier in the evening received a report from Jason Weiler, UMB Financial Advisor. Mr. Weiler presented to members an updated spread sheet showing yields and terms for Treasury Bills and Certificates of Deposit. It was noted that each investment is FDIC insured up to \$250,000. At the conclusion of the report, Members did not make an investment decision as they wanted more time to study the spread sheet.</p> <p>Finance Committee members also received a brief report from Jami Owens, CPA of Mayer, Hoffman, McCann P.C. who presented to Board members an overview of the 2015 Audit.</p> <p>Ms. Owens opened her presentation by stating that her firm had audited the balance sheets of Developmental Disability Services of Jackson County -</p>	<p>Information</p> <p>Motion: Anita Parran, Treasurer moved to approve the February 23, 2016 minutes as presented. Betty Sharp, Member seconded the motion. Motion Carried.</p>

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<p>Overview of 2015 Financial Stmts.Continued</p>	<p>eitas as of December 31, 2015, and the related statements of revenues, expenses, fund balance and cash flows for the year then ended. It was also noted that these financial statements are the responsibility of the organization's management and the responsibility of Mayer, Hoffman, McCann P.C. (MHM) is to express an opinion on those financial statements based on their audit.</p> <p>Ms. Owens had planned on showing financial highlights through a PowerPoint presentation, but that was not to be so she beautifully executed a verbal presentation. Highlights of that presentation are as follows:</p> <p><u>Audit Conclusions:</u></p> <ul style="list-style-type: none"> • No significant changes in accounting policies were noted. • No alternative accounting policies were discussed with management. • No significant or unusual transactions were noted. • We consider management's communications with those charged with governance to be in line with common best practices. <p><u>Financial Statement Highlights:</u></p> <p><u>Assets:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Cash and cash equivalents</td> <td style="text-align: right;">\$ 6,902,000</td> </tr> <tr> <td style="padding-left: 20px;">Investments</td> <td style="text-align: right;">\$ 2,002,000</td> </tr> <tr> <td style="padding-left: 20px;">Taxes Receivable</td> <td style="text-align: right;">\$ 3,681,000</td> </tr> <tr> <td style="padding-left: 20px;">Other Receivables</td> <td style="text-align: right;">\$ 1,219,000</td> </tr> <tr> <td style="padding-left: 20px;">Notes Receivable</td> <td style="text-align: right;">\$ 506,000</td> </tr> <tr> <td style="padding-left: 20px;">Property Held for Resale</td> <td style="text-align: right;">\$ 320,000</td> </tr> <tr> <td style="padding-left: 20px;">Property and Equipment, Net</td> <td style="text-align: right;">\$12,464,000</td> </tr> <tr> <td style="padding-left: 20px;">Other Assets</td> <td style="text-align: right;">\$ 282,000</td> </tr> <tr> <td style="padding-left: 20px;">TOTAL ASSETS</td> <td style="text-align: right;">\$27,376,000</td> </tr> </table>	Cash and cash equivalents	\$ 6,902,000	Investments	\$ 2,002,000	Taxes Receivable	\$ 3,681,000	Other Receivables	\$ 1,219,000	Notes Receivable	\$ 506,000	Property Held for Resale	\$ 320,000	Property and Equipment, Net	\$12,464,000	Other Assets	\$ 282,000	TOTAL ASSETS	\$27,376,000	<p style="text-align: center;">Information</p>
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<p>Executive Report</p>	<p>Jake Jacobs, Executive Director opened his report by inquiring if there were any questions to the report previously submitted. There were none.</p> <p>Mr. Jacobs shared that John Humphrey, Board Chair had asked him to bring some of the newer board members up to date on the Sunshine Center and where we are with the property at this point. A brief history is as follows:</p> <ul style="list-style-type: none"> • The building at 607 West Lexington, Independence, MO was purchased by Jackson County Board of Services (JCBS) on January 1, 1990 for \$275,000 for the use of the Sunshine Center (Early Education 																													

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<p>Executive Report Continued</p>	<p>Mr. Sanders then proceeded to go through material just given to board members involving the church who had made an offer to purchase the Sunshine Center. The table of contents of the written material presented to members is as follows:</p> <p><u>Panel 1</u>: Articles of Incorporation for the Independence Bethel Church of Nazarene.</p> <p><u>Panel 2</u>: 2010 Warranty Deed wherein the Independence Bethel Church purchases 10315 E. Truman Rd., Independence, MO, as its corporate headquarters.</p> <p><u>Panel 3</u>. List of code violations filed against the Independence Bethel Church for violations at its corporate headquarters at 10315 East Truman Road.</p> <p><u>Mike Sanders Comments</u>: Panel No. 3 shows that almost immediately after taking possession of the property in 2010; the property at 10315 E. Truman Road in Independence; they almost immediately begin to have code violation cases presented against them. They pickup between one and two every year until the pending case filed date of March 7, 2016 when they picked up their seventh code violation case for failure to maintain the property.</p> <p><u>Mike Sanders Comments</u>: Mr. Sanders continued by pointing out that this structure (10315 E. Truman Road); and it appears that sometime circa July of 2013 and July of 2014 the building was coded by the City of Independence as being uninhabitable, unsafe structure for human occupation. Understand, if we go back in time with this purchase in 2010; an almost \$300,000 piece of property; and a few years later is coded unsafe, uninhabitable for human occupation.</p>	<p style="text-align: center;">Information</p>

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<p>Executive Report Continued</p>	<p><u>Mike Sanders Comments:</u> Panel No. 9 shows that they were administratively dissolved as an organization for failure to file paperwork as of December 31, 2015.</p> <p><u>Panel 10.</u> Letter from The Children's Peace Pavilion expressing interest in considering a lease or purchase option for the former Sunshine Center.</p> <p><u>Mike Sanders Comments:</u> It is difficult to start a negotiation with an entire board and with thirty people present, but they are very interested in this property. Mr. Davis can speak about this, but something that I think goes back to where I started this process; this presentation. And, there is the purpose as why we come together as a board and why it is such an important institution for the citizens of this community. The one thing the Children's Peace Pavilion wants to do with literally thousands of children visiting each calendar year; is to move their operation fairly close to where they are currently located; to an area that can take special needs children and those that need special needs; the access to these services and programs that they have at the Peace Pavilion. This will allow them (Peace Pavilion) to expand their mission to service those special needs children.</p> <p>John Humphrey thanked Mr. Sanders and shared that as a board it is their interest to serve their constituency, but we also have to consider that we have had this property for a long time. We can appreciate that the buyer's offer that we may have considered tonight may in fact not be qualified, but having been made aware that we ought not approve the sale for these folks, at least at this time; let it be said that if you want it you better come up with some money.</p>	

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<p>Executive Report Continued</p>	<p>the case. That is why we are looking for space that we could expand that programming. Currently, we do not have a curriculum for individuals with developmental disabilities, at this time.</p> <p>Jake Jacobs, Executive Director inquired if they would be willing to work with eitas to develop that curriculum?</p> <p>Mr. Davis replied that as a non-profit they are always willing to partner with others who want to share that work load; so he was sure they would be interested in working together and find something that would satisfy the needs of both the organizations.</p> <p>Betty Sharp, Member inquired about the Peace Pavilion activities and Mr. Davis responded that they would incorporate those with development disabilities into the curriculum as it stands which teaches the concepts of peace; peace for me, peace for us, peace for everyone and peace for the planet.</p> <p>Betty Sharp, Member then inquired who runs that (Peace Pavilion) and Mr. Davis replied: Barb Harmon is our Executive Director and it is overseen and owned by Peace Pathways. The program is interactive. There are a lot of activities that are adaptable to concepts adaptable to different demographics.</p> <p>Russell Jones, Member asked Mr. Davis what has his board done for this proposed transaction. Mr. Davis replied that at this point they have explored various options in the community and what is known as the Sunshine Center has been one of the options they have kept a close watch on and will probably want to do some due diligence as they have not been through the building yet. But I believe we will be open to doing that and putting together a more formal</p>	

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<p>Executive Report Continued</p>	<p>proposal.</p> <p>John Humphrey, Board Chair inquired how quickly.</p> <p>Mr. Davis replied that from the conversation we are looking at maybe a 30-day window before you might pick this back up again so.</p> <p>John Humphrey asked if that would be a reasonable time frame for them?</p> <p>Mr. Davis replied that it would probably require a special meeting of the Board and/or Executive Committee to get that ball rolling, but I think that it is reasonable that we can get it together and at least provide notice as to whether we could do it in that time frame or not.</p> <p>John Humphrey, Board Chair inquired if they would be open to a delegate from eitas as our Executive Director proposed a partnership in developing a curriculum in the facility.</p> <p>Mr. Davis replied that he believe they would be open to having that conversation; whether it be Mr. Jacobs or delegate from the Board. For you to come meet with us; I believe we would welcome that.</p> <p>Russell Jones, Member asked what is their financial condition - total assets - net worth. Mr. Davis asked for forgiveness as he did not have the numbers, but replied that most of the assets are tied up in an endowment or restricted fund that they have on behalf of the Peace Pavilion that is in the neighborhood of \$350,000. Other funds are for operational expenses. Mr. Davis believes that likely he would envision them putting something together beyond their own assets as a non-profit; looking at involving donors that</p>	

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<p>Executive Report Continued</p> <p>New Business Set Tax Levy</p> <p>New Business Modify Special Neighbors 2016 Grant</p>	<p>would help in that package. We don't have that in-place currently, but feel certain we could do that.</p> <p>David Davis, Mike Sanders and elected officials from Independence then departed.</p> <p>Mr. Jacobs shared with members that the 2016 Tax Levy needed to be set; and set at the rate \$0.0738. Members agreed and passed the following Resolution: Motion: Tammy Kemp moved and Betty Sharp seconded the following resolution: Tax Levy Resolution. On this day of March, 2016, be it hereby resolved that the nonbinding projected tax levy for tax year 2016 for Developmental Disability Services of Jackson County - eitas be set at the rate of \$0.0738. Motion Carried.</p> <p>Jake Jacobs, Executive Director shared that he had been asked to modify the Special Neighbors grant with an increase of \$12,800. Mr. Jacobs asked Sarah Mudd, CDD Executive Director, to explain the reason for the increase. Ms. Mudd explained that Special Neighbors had been awarded two MoDot vans and to get the vans one has to provide match money that amounts to \$10,000 and that represents most of the increase we have asked for. The balance will go for a trainer as they (Special Neighbors) are behind in some training that they need.</p> <p>Motion: Lisa Honn, Member moved to approve the modification to the Special Neighbors grant with an increase of \$12,800. John Humphrey, Board Chair seconded the motion. Motion Carried.</p>	<p>Motion: Tammy Kemp moved and Betty Sharp seconded the following resolution: Tax Levy Resolution. On this day of March, 2016, be it hereby resolved that the nonbinding projected tax levy for tax year 2016 for Developmental Disability Services of Jackson County - eitas be set at the rate of \$0.0738. Motion Carried.</p> <p>Motion: Lisa Honn, Member moved to approve the modification to the Special Neighbors grant with an increase of \$12,800. John Humphrey, Board Chair seconded the motion. Motion Carried.</p>

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Topic/Issue	Minutes	Summary of Action Taken or Pending
<p data-bbox="121 370 403 462">Old Business Nominating Committee Report</p> <p data-bbox="121 771 403 799">Public Comment</p> <p data-bbox="151 880 373 945">Public Adjournment</p>	<p data-bbox="457 360 1600 451">Betty Sharp, Nominating Committee Chair shared that the committee had agreed on the following slate of nominees for officers of the Board:</p> <ul data-bbox="508 462 1045 604" style="list-style-type: none"> • John Humphrey, for Chair • Tammy Kemp, for Vice Chair • Russell Jones, for Treasurer • Paula Smith, for Secretary <p data-bbox="457 646 1579 737">Mrs. Sharp stated if there were any other nominees to advise her immediately. The Board will vote on the nominees at the April Board meeting.</p> <p data-bbox="457 776 1213 803">Comments were received from Charlene Adams.</p> <p data-bbox="457 841 1621 1003">As there was no further business the public portion of the meeting was adjourned at 7:03PM and John Humphrey, Board Chair moved that the Developmental Disability Services of Jackson County Board of Directors go into Closed Session to discuss a real estate issue. The Closed Session is expected to last approximately 30 minutes.</p> <p data-bbox="457 1042 865 1070">Respectfully submitted,</p> <p data-bbox="457 1172 940 1200">Tammy Kemp, Board Secretary</p>	