

Developmental Disability Services of Jackson County - eitas

Board of Director's Meeting

December 1, 2009

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|---|--|--|
| Attendance | Barbara Winkler, Janet Ridder, Anita Parran, Rosetta Robins and Betty Sharp, Board Members. Robbie Makinen, Tom Davis, and Don Saxton, Absent. Jake Jacobs, and Kathleen Ganaden, Staff. Cristy Carpenter, George Gotto, Rebecca Case, Sharon Higney, Doris Weber, Stan Shurmantine and Mark Simcosky, Guests. | |
| Call to Order | Barbara Winkler, Board President called the meeting to order at 6:07 PM at the Administrative offices of Developmental Disability Services of Jackson County located at 8508 Hillcrest, Kansas City, Missouri. | |
| Meeting Minutes – September & October 2009 Board of Director's Minutes | Mrs. Winkler asked if there was a motion to approve the September and October 2009 Board of Director meeting minutes. Motion: Anita Parran moved and Janet Ridder seconded a motion to approve the minutes of the September and October Board meetings. Motion Carried. | Motion: September & October 2009 Board Minutes Approved. Motion Carried |
| Treasurer's Report – September 2009 Unaudited Financial Statements | Anita Parran, Finance Committee Chair made the following motion. Motion: The Finance Committee moves to accept the September 2009 Unaudited Financial Statements as presented. Motion Carried. | Motion: September 2009 Unaudited Financial Statements Approved. Motion Carried |
| Agency Report | No agency presentation. | |
| Committee Reports | No committee reports presented. | |
| Executive Director's Report | <p>Jake Jacobs, Executive Director inquired if there were any questions to his report already submitted. There were no questions.</p> <p>Mr. Jacobs stated that demolition will begin soon on the third floor at 8511 Hillcrest.</p> | |

Board of Director's Meeting

December 1, 2009

| Topic/Issue | Minutes | Summary of Action Taken or Pending | |
|--|--|------------------------------------|--|
| Executive Director's Report Continued | Eitas attorneys have advised Mr. Jacobs that the process with Sunshine Center is moving along slowly, but there is the possibility that the building will be ours by the end of the year. | Information | |
| New Business | <p>Jake Jacobs shared that to date about \$2600 has been collected for the Michael P. Haseltine Scholarship Fund and eitas will match those contributions dollar for dollar.</p> <p>Questions like how to keep the fund going and are contributions tax deductibles have arisen.</p> <p>A committee will be formed to keep scholarship funded through various fund raising events and to keep all informed of its existence and purpose.</p> <p>Eitas attorneys have informed eitas that it is very hard to get a tax deductible status and instead directed eitas to contact Kansas City Community Foundation (KCCF). This is a foundation that would manage the scholarship funds for eitas, based on eitas rules, for an annual fee of \$250.00. They have an impeccable record and are currently managing over 200 scholarships.</p> <p>A meeting has been set with KCCF and following that meeting and reviewing the required paperwork Mr. Jacobs will advise members of his recommendation. Letting the foundation manage the funds will allow eitas to have tax deductible contributions for the scholarship fund.</p> | | |
| Old Business | None. | | |

Board of Director's Meeting

December 1, 2009

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|--|---|------------------------------------|
| <p>Discussion and Approval of 2010 Budget</p> | <p>The last few weeks Board members had been reviewing material relating to the proposed 2010 Budget and presented no questions.</p> <p>Mr. Jacobs shared that the overall operating budget is \$252,351 less than the 2009 Budget. Capital and Property expenses from reserves have been reduced by \$1.5M from 2009 levels, but that still leaves a shortfall of \$1.2M to balance the budget. If the expected surplus from Service Coordination is added in the figure drops to \$700,000 overage.</p> <p>To zero the budget out significant reductions in operating costs that would affect our service delivery or cut back on some increased funding that has been approved for providers. The alternative is to leave the budget out of balance which eitas has done the last few years. Traditionally, we have around \$1M left over each year as all the monies budgeted have not been spent.</p> <p>At one point, Mr. Jacobs shared he got the overage down to \$100,000, but only by cutting funding to providers by about 10%, wiping out some programs and some administrative services. Mr. Jacobs feels this is a bit much for eitas this year, but next year things will probably be tougher as the State economy is forecasted to be worse. After taking all this information under consideration, Mr. Jacobs stated that he was comfortable recommending an unbalanced budget for 2010 noting that if unexpected things start happening the budget can always be revisited.</p> <p>Rosetta Robins, Board Secretary stated that during the first quarter of 2010 she would like Mr. Jacobs to take another serious look at the budget and some possible cutbacks or reductions. Report back to the Board so a definite decision can be make on how to to proceed budget wise. Mr. Jacobs thought this was a reasonable request and agreed to report back in March.</p> | <p>Information</p> |

Board of Director's Meeting

December 1, 2009

| Topic/Issue | Minutes | Summary of Action Taken or Pending |
|--|--|--|
| <p>Discussion and Approval of 2010 Budget Continued</p> | <p>Barbara Winkler stated that in the past eitas has done some deficit spending on purpose, but we are no longer doing that. Mr. Jacobs agreed and shared that eitas has only one large capital expenditure in progress and that is with Foundation Workshop. The greenhouse project has also been cut back significantly because of some major changes going on at Blue Valley Warehouse.</p> <p>Continuing, Mr. Jacobs shared that while the greenhouse project is good project he would like members to look and explore at getting more jobs out in the community. Members agreed.</p> <p>Motion: Rosetta Robins moved and Janet Ridder seconded a motion to approve the 2010 Budget as presented. Motion Carried.</p> | <p>Information</p> <p>Motion: 2010 Budget Approved as presented Motion Carried</p> |
| <p>Public Comment</p> | <p>None.</p> | |
| <p>Adjournment</p> | <p>There being no further business the general meeting was adjourned at 6:27 PM and members went into Closed Session to discuss a personnel matter.</p> <p>Respectfully submitted,</p> <p>Rosetta Robins Board Secretary</p> | |