



Senior Resource Center for Douglas County, Inc., Board Meeting Minutes – August 28, 2018

Location: SRC @ Peaslee Technical Training Center

Present: Hank Booth, Carol Bowen, Kay Brada, Mary Kay Digby, Eileen McGivern, Doni Mooberry, Janet Prestoy, Sarah Randolph, Steve Tesdahl, Dr. Judy Wright, Dr. Marvel Williamson

Not Attending: Ernesto Hodison, Dr. Maren Turner

Janet Prestoy called the meeting to order at 4:31 PM.

Janet asked the board to review the minutes from the July board meeting. Carol asked for a note to be included in the board minutes clarifying that the meeting to discuss SRC's investment policy with DCCF was held with the Finance Committee and not the entire Board. The June meeting minutes were unclear on this point. Mary Kay made a motion to approve the minutes and the motion carried.

Marvel asked Michelle Meier to provide an update on the Better Living EXPO. Michelle distributed copies of the EXPO program to the board members and shared that there were now 60 exhibitors signed up (including some SRC agency programs). Marvel shared information on a fundraiser on Wednesday, September 12, at Freddy's from which 30% of the proceeds that evening will be donated to SRC. DCCF agreed to extend their grant of \$7,500 for furniture for the new remodeled space into next year due to delays in construction. A new SRC sign has been installed at the Vermont location directing people to SRC's temporary location to replace the one that was missing. There was a short delay in the construction work at the fire station building while a new point person was selected for the fire department following Fire Chief Bradford's passing. Meals on Wheels of Eastern Kansas has submitted a proposal to contract with JAAA for Douglas County home delivered meals. They run similar programs in Jefferson and Shawnee counties.

Doni reported for the Finance Committee and highlighted a few items on the P&L statement: 7320 Vehicle Maintenance & Repairs – we have a large repair bill that is being disputed and has not yet been paid, 7610 Office Supplies – includes some supply costs related to the Better Living EXPO, 7820 HHS Emergency Services – the budget represents total funding. Expenses are only incurred up to this amount. The Statement of Financial Position includes approximately \$11,000 in Account Receivables, which is higher than normal but expected to be collected. Marvel and Doni provided yearend budget projections. Judy made a motion to receive the financial reports and the motion carried.

Doni explained the Finance Committee met with Chip Blaser at DCCF during the month to ask questions about how our investments are managed and to discuss our investment policy. Chip shared that Prairie Capital (KC) is the firm that was selected through an RFP process 12 years

ago. All investments managed through DCCF are invested in the same funds for all agencies, although there is some flexibility in the investment mix. Most of the agencies target a moderate investment mix in the range of 50% stocks/50% bonds to 65% stocks/35% bonds. Prairie Capital rebalances the portfolio on a regular basis to stay within these ranges. Chip commented that our mix is pretty typical. After some discussion, Mary Kay made a motion to accept the Investment Policy as submitted and the motion passed unanimously.

Mary Kay reported for the Governance Committee and explained the proposed bylaw wording revision on board appointments. The committee recommendation is for one appointment to be made by the City of Lawrence Commission, four by the Douglas County Commission, and six by the SRC board. There was discussion around the rationale for the change and what the preferred split would be. Hank moved to accept the committee's recommendation and a vote was taken with five votes in favor, four opposed, and one abstained. At the time of the meeting it was believed the motion passed with a simple majority. However, it was later determined that a bylaws change requires a 2/3 majority, so the revision of July 2018 remained in effect.

Marvel reported for the HR committee in Maren's absence. The suggested change discussed at the last meeting to add a Volunteer Grievance policy was incorporated. Carol said she felt like the policy was too long and had a disciplinary tone. After further discussion, others expressed similar concerns. Hank recommended we consider delaying the vote to allow everyone more time to reread the policy with this in mind. Janet sent the policy back to committee for further review and asked if Carol would reach out to Maren to share her concerns.

Janet adjourned the meeting at 5:48 p.m.

Respectively submitted,
Steve Tesdahl