



**MINUTES  
Governing Board  
August 27, 2019**

**Present:**

Brad Burnside, Chair  
Patrick Schmitz, CEO  
Lucia Orth, Treasurer  
Tina Rosenthal  
Gene Bauer  
Clay Britton  
Steve Splichal

Martha Gage  
Gene Dorsey  
Matt Brown  
Jane Fevurly  
Ken McGovern

**Absent:**

Barbara Ballard  
Kristen Kuhn

**Staff Present:**

Allison James, CFS BHS Supervisor  
Alix Hook, Executive Assistant  
Stephen O'Neill, COO

Mike Meigs, Finance Director  
Scott Criqui, HR Director  
Brenda Cherpitel, Development Director

- I. **Order:** Brad Burnside called the meeting to order at 7:31am.
  
- II. **Mission Moment with Allison James, CFS Behavioral Health Specialist Supervisor**  
Allison James described the day to day work of the Behavioral Health Specialists who work with clients in our Child & Family Services department, as well as special events they work, like our CFS Summer Groups. These programs are always popular with our clients and staff and feature events like Cupcake Wars and field trips to the Deanna Rose Children's Farmstead. Allison shared a story about a client who struggled with processing her feelings and would constantly run away when upset. After going through our Summer Group program and a lot of hard work, she was able to express herself so much more clearly that our staff received positive comments from the Boys & Girls Club and the client's family, and that client is now signed up for Fall Groups.
  
- III. **Consent Agenda:**  
Brad Burnside asked for a motion to approve the consent agenda, which consisted of the June 2019 Governing Board Meeting Minutes and CEO Report; so moved by Gene Bauer; seconded by Tina Rosenthal; approved by all.
  
- IV. **Business Items:**
  - a. **2018 Audit – Berberich Trahan & Co**
    - i. Governing Board members received and reviewed two documents with a representative from Berberich Trahan & Co, which were a Report to the Board of Directors and Financial Statements. The representative went through the reports with the Board and answered questions. Brad requested a motion to approve the results of the audit; so moved by Gene Bauer, seconded by Lucia Orth; approved by all.
  
- V. **Reports**
  - a. **Brad Burnside, Chair**  
Brad Burnside had no reports.

**b. Patrick Schmitz**

The Board had questions and comments about the content of the most recent CEO Report. Regarding our Tier II funding, Patrick shared that we will not have an answer from the Federal Home Loan Program until sometime in October. Board members shared positive comments about the expansion of the Center's New Employee Orientation from two days to five days, as well as moving to being a tobacco-free campus.

**c. Mike Meigs, Finance Director (handouts)**

Mike reported a 1% increase in both Operating Revenue and Fee Revenue YTD through July. YTD Fee Revenue per Business Day also grew by \$1k in July.

The Center's cash reserves increased from 2.7 months in June to 2.9 months in July, which fits in with our goal of around 3 months.

Overall in the month of July, we were \$17,685 to the good compared to the budget which called for a loss of approximately \$16k.

**d. Brenda Cherpitel, Development Director**

Brenda reported that the Development Team has exceeded their sponsorship goal for the 2019 Celebrate Bert Nash Breakfast. Patrick Kelly, Douglas County Commissioner and Chloe O'Dell (a former client) will be speaking at the Breakfast, and Brenda is still looking for someone to provide Welcome and Closing Remarks, as well as a Pitch Person. Brenda also shared that based on feedback she received there will be no Premiere Event this year, but there will likely be two Celebration Bert Nash member-only DBN Tours this fall and winter, as well as a special CBNS Member-only evening event with the CEO.

**VI. Other**

**VII. Adjourn:**

Brad Burnside asked for a motion to adjourn; so moved by Lucia Orth; seconded by Gene Bauer; approved by all. The meeting adjourned at 9:06am.

The next Governing Board meeting is September 24, 2019 at 7:30am in the boardroom.