



FCCRB Meeting  
Date: January 24, 2022  
5:30pm

### **MINUTES**

Meeting called to order by Chris Jensen at 5:35 p.m. The FCCRB met in person at the Franklin County Family Resource Center with a virtual attendance option available via GoToMeeting published to the website.

Roll call was taken. Board members in attendance: Chris Jensen, Walter Murray, Dorothy Schowe, Connie Juengel, David Brunworth, Ann Schroeder, James Hayes, Missy Evert, and Mike Joyce

Not present: Dawn Rost, Cindy Fisher

Annie Foncannon (ex-officio) Daphne Ressel (Admin assistant)

Guests Present: Tracy Smith, FACT; Kelly Wieser, PreventED; Cindy Dearing, PFH; Caitlin Bright, LFCS; Steve Bourne and Greg Dahl, UMSL-CBH; Haylee Strauser, Sullivan School; Irv Jensen; and Danielle Louis

Minutes from December 6, 2021 were presented. Motion was made by Walter Murray to approve the minutes as amended to add Missy Evert as present, seconded by David Brunworth, the motion passed unanimously.

### **FINANCE COMMITTEE**

Annie reported the December 2021 Sales Tax Revenue was \$388,289.32 which was 11.56% above projections for this period. For the calendar year 2021 revenues were 5.37% above projections for a total amount of \$194,286.00.

Annie reported that the January 2022 Sales Tax Revenue was \$311,885.32 which was 9.68% above projections.

The Financial Statement reported from January 1, 2022-January 23, 2022, shows Interest income of \$1,957.97 and Sales Tax Revenue is \$311,885.32.

The Balance Sheet as of January 23, 2022, shows a Current Total Assets of \$5,240,443.57 with Total Equity of \$1,990.996.11.

Service Expenditures were under-utilized so far this contract year. For the month ending December 2021, 68.83% is remaining in the Service Contract Budget. Continued staff shortages are a major reason for underutilization of service funds. Chris Jensen raised the idea to have discussions with the agencies and determine a plan for their expenditures.

Walter Murray made a motion to accept the Finance Committee report, seconded by David Brunworth. The motion passed unanimously. Annie noted the Building Budget will be reported quarterly and the first report will be during the April meeting.

#### **PERSONNEL COMMITTEE**

Danielle Louis has been selected for the position of Grants Manager. A email vote was taken with a majority of the board affirming the selection of Danielle, James Haynes abstained due to a conflict of interest. Walter Murray made a motion to ratify the selection, seconded by David Brunworth, Motion passed with eight in the affirmative, and one abstention by James Haynes due to a conflict of interest. Danielle's start date is February 1, 2022.

#### **SELECTION AND REVIEW COMMITTEE**

The proposals for funding are due the end of January 2022. The Selection and Review Committee will meet before the March 2022 meeting.

Committee assignments will be reviewed and assigned at the February meeting.

#### **MARKETING COMMITTEE**

Irv continues to do provider advertorials in the newspapers. Annie will send out an email to board members with all the 2021 advertorials.

Annie will continue with monthly radio spots.

#### **BUILDING COMMITTEE**

Irv and Annie are looking into information and cost related to putting up a shed for the lawn mowing equipment.

ED has been out for a few days while paperwork for his workman's comp with his company is reviewed.

The community rooms are continuing to be used on a regular basis. The Kiwanis and Rotary Clubs have scheduled meetings at the Resource Center.

#### **OLD BUSINESS**

Policy and Procedure update- Annie passed out two new policies for review.

Covid Policy/Contract Expansions to allow the alternative workers – allows agencies to bill for interns and practicum students due to staffing issues. This policy will only be in place February 1, 2022, thru June 30, 2022 unless an extension is requested. St. Louis County implemented this policy in August

2021. Missy Evert ask for some way to track the usage of students and interns. Walter Murray moved to approve the policy, seconded by David Brunworth. Motion passed with eight yay, and one nay.

The policy for internal fiscal controls will be discussed and voted upon at the February meeting.

Audit – Annie working on finding out where the process is with the current accounting firm and decide if need to change firms.

Family Futures – Marie Clark made a presentation about parenting classes which will be held on Saturdays 9am-noon. Marie also gave an update on the Family Treatment Court, noting that the first participants will be leveling up this month.

## **NEW BUSINESS**

Board Appointments- County Commission has it on their agenda to appoint new Board member, Haylee Strauser and renew appointments for Chris Jensen, Ann Schroeder and Dawn Rost.

Meeting Schedule for 2022- meetings will be held the 4<sup>th</sup> Monday of each month with exceptions of June meeting which will be June 20<sup>th</sup> and the December meeting which will be December 12<sup>th</sup>. There will not be a meeting in July or November.

Walter Murray made a motion to approve the schedule, seconded by Mike Joyce. Motion passed unanimously.

## **Executive Directors Report**

Annie has joined the Board of the Volunteer Transportation Network as the Treasurer

Homeless Task Force – Warming shelter is at American Inn, averaging 2-8 people.

30<sup>th</sup> Anniversary of the Franklin County Services Providers Network and they are planning a recognition in March.

## **Announcements**

Connie Juengel was recognized as this was her last FCCRB meeting and presented with a gift of a picture drawn by an ARTC student.

Next meeting will be Monday February 28, 2022, at 5:30pm at the Family Resource Center.

## **Adjournment**

David Brunworth made a motion to adjourn, seconded by Mike Joyce. The motion was approved unanimously.