

DEKALB COUNTY COMMUNITY MENTAL HEALTH BOARD

FINANCE COMMITTEE

MINUTES OF MEETING

March 31, 2014

Approved

Committee Members Present: Cindy Luxton, Dick Schluter, Donna, Schoenfeld, Jane Dargatz

Other Persons Present:

Office staff: Kathy Ostdick

1. CALL TO ORDER

Ms. Luxton called the meeting to order at 5:46 p.m.

2. AGENDA APPROVAL

Ms. Schoenfeld moved to approve the agenda; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

Vic Verni, Barb Verni-Lau, Nancy Warden, and Veronica Garcia-Martina from the Epilepsy Foundation presented additional information requested by the Finance Committee. The Epilepsy Foundation's new focus for DeKalb County was discussed.

3. MINUTES

Mr. Schluter moved to approve the 2/3/14 minutes; seconded by Ms. Luxton. The motion passed unanimously on a voice vote.

4. DIRECTOR'S REPORT

Ms. Luxton reviewed the Director's Report. Items included were the Epilepsy Foundation presentation feedback, GY14 RFP billing from the Family Service Agency, APR review of the Ben Gordon Center grant application, and the ISSSA request review.

5. FINANCE COMMITTEE MEMBERSHIP

Donna Schoenfeld has joined the Finance Committee.

6. OUTCOMES AUDIT TOOL

Ms. Luxton reported that the audit tool was discussed during the Executive Committee and they have recommended that this item be added to the Board meeting agenda for discussion.

7. ADVENTURE WORKS AUDIT WAIVER REQUEST

Adventure Works has requested an audit waiver.

Ms. Schoenfeld moved to approve the Adventure Works audit waiver; seconded by Mr. Schluter. The motion passed unanimously on a voice vote.

8. 3-YEAR PRESENTATION RECOMMENDATION – EPILEPSY FOUNDATION

The Epilepsy Foundation 3-Year presentation was discussed in length. Ms. Luxton will prepare a draft recommendation letter to be presented to the Finance Committee for review.

9. GY15 GRANT APPLICATION - REVIEW

The GY15 grant applications were reviewed. Mr. Schluter presented financial spreadsheets for certain agencies showing the agency financial situation, program financial situation, and agency FTE's.

10. DATE OF NEXT MEETING: 5/5/14

11. ADJOURNMENT

The meeting was adjourned at 8:27 P.M.

Respectfully submitted,

Cynthia Luxton, Vice-President

Kathy Ostdick, Recording Secretary