

Avita Community Partners  
Board of Directors  
Meeting Minutes

DATE: June 28, 2011	TIME: 7:11 p.m. – 7:52 p.m.
PLACE: Board Room @ Administrative Office	PRESIDING: Quentin Carr, Board Chair

Attendance


Quentin Carr	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lewis McAfee	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Desiree' Reddick-Head	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Laurice Jennings	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sarah Ruckstaetter	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Shelley Johnson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Rufus Larkin	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Alice Worthan	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Deborah Mack	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

13 Filled Positions (3 Vacancies)

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
Welcome & Call to Order	The June meeting of the Board of Directors was called to order by Board Chair, Quentin Carr at 7:11 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Al Gonzalez; second by Joe Hirsch. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 8 Board members attending this meeting.		
Review of Minutes	Motion to approve the May minutes was made by Joe Hirsch; second by Anne Mundy. Motion carried.		
Business	<p><b>Board Chair Report</b></p> <p>Quentin Carr reported that the Board Development Committee met and looked at absences this past year. Letters were sent to 3 members who have missed 4 or more meetings. Desiree' resigned due to family and work obligations. This will be a tough loss and we will actively work to fill the vacancy. Dr. Larkin has 5 absences and has not responded to the letter. Quentin has asked the Board Development Committee to make a recommendation. If it is removal we have to give him a 15 day notice. The other member has expressed an interest in staying on the Board.</p> <p>CEO Search—we are continuing to recruit. The candidate we selected declined our offer. The executive team continues to grow; the organization is doing fantastic and is strong.</p> <p>CARF Update - Quentin attended the exit interview and each auditor gave a report and offered positive remarks.</p> <p>Our annual meeting will be in July and there are several</p>		

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	<p>items of business that have to take place. Quentin would like to meet with the adhoc group to discuss committee structure.</p> <p><b><u>Election of Officers</u></b></p> <p>Last month the nominating committee recommended the slate of officers. Quentin Carr, Chair, Al Gonzalez, Vice-Chair, Lewis McAfee, Treasurer and Desiree' Reddick-Head, Secretary. With Desiree's resignation we need to open the floor for additional nominations. Deborah Mack was nominated for secretary. Anne Mundy made the motion to close the nominations; second by Marilyn Woodruff. Motion passed. Ballots were completed and the vote was unanimous.</p> <p><b><u>CEO Report</u></b></p> <p>Cheryl Barnet emailed her report earlier today and there is a hard copy in your packet.</p> <p>CARF Survey -This was one of the toughest surveys we've experienced but one of the best in terms of recommendations. We only received 7 recommendations. Cheryl reviewed the list of positive comments from the surveyors outlined in her report.</p> <p>We hosted a special event at Denise Eller's farm in Hollywood. Clients and providers came to share their success stories.</p> <p>We finalized our Intensive Case Management Team proposal. Cheryl received an email today and was told our proposal looked very good. They requested we change the staff ratio from 1:15 to 1:20. It will now move forward to the state level. Once approved the funding will come in a contract amendment. We're also working on a prevention grant.</p> <p>We realized another positive month in May of \$8k. We received our FY12 Contract and we will be receiving a 1.5% increase in funding. There were very few changes to the contract.</p> <p>ACT Services—the state requested our help with referring clients and we complied. Cheryl sent an email stating the problems the counselors are experiencing in getting clients</p>		

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	<p>enrolled. She received a response quickly that we would be hearing from the company who is providing ACT services but she did not.</p> <p>Spotlight on Services will take place next month and will be a presentation on medical services.</p> <p><b><u>Financial Update</u></b>  Victor Bowers reported. Revenues have slowed but we still had a positive month. This was due to refunds we received in state health benefit plan and workers comp. Next month will be a little more challenging. Victor expects to see a positive 4<sup>th</sup> quarter which will determine the year-end outcome. If we meet our budget we should end the year with a modest margin. Overall we've done quite well. FY12 contract – this is the first contract we've received on time. Funding in some areas declined.</p> <p><b><u>Update on Bylaws from Board Development Committee</u></b>  Anne Mundy reported the committee met last month and were tasked to review the bylaws and constitution. In the next couple of weeks the revisions will be sent to you. The changes will be highlighted in yellow or noted in red. In addition we have come up with a calendar to help us remember what we need to do each month. Certain sections of the bylaws are based on Georgia Code. We found some areas that we were in violation. One area is how our Board is appointed. Counties with a population of 50,000 or greater will have one member per 50,000 appointed by the county commission. Once the 13 positions are filled then we can choose 3 at large members. Anne reviewed the county statistics spreadsheet. Quentin commended the committee on their work.</p> <p><b><u>Committees</u></b>  Quentin reported that the committees have the option of meeting tonight or by conference call and report back next month.</p> <p><b><u>Unfinished Business and General Orders</u></b>  None</p>		
Announcements	Gainesville Civitan Meeting, August 2, 12:30 pm at Turnstile Deli—Deborah Mack invited Cheryl, Dr. Gokal and Mary Donna to attend and share information about our CSU.		
Adjournment	Motion to adjourn by Shelley Johnson; second by Deborah		

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	Mack. Motion carried and the June 28, 2011 Board meeting was adjourned at 7:52 p.m.		
<p data-bbox="105 226 560 262">Chair's signature indicating approval</p> <div style="display: flex; justify-content: space-around; align-items: center;">  <p data-bbox="597 262 787 388" style="font-size: 2em;">7/25/11</p> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <p data-bbox="87 394 251 422">Quentin Carr</p> <p data-bbox="613 394 808 422">Date Approved</p> </div>			

Respectfully submitted,

Regina Grisham  
Recording Secretary