

Avita Community Partners  
Board of Directors  
Meeting Minutes

DATE: December 4, 2012	TIME: 7:11 p.m. – 7:50 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Quentin Carr, Board Chair

Board Member Attendance

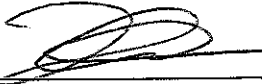
Quentin Carr	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Laurice Jennings	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Sarah Ruckstaetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Barbara Cone	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rufus Larkin	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Deborah Mack	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alice Worthan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

12 Filled Positions, 2 Pending Oath of Office, 2 Vacancies

Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna Hall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy McLaughlin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Stephanie Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Roger Scott	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
Spotlight on Services	Dr. Roger Scott gave an informative presentation with an update on the Strategic Plan.		
Welcome & Call to Order	The December 4, 2012 meeting of the Board of Directors was called to order by Board Chair, Quentin Carr at 7:11 p.m.		
Approval of Agenda	Sherrie Bryant and Zadie Peters Oath of Office will be removed from the agenda due to their absence this evening. Motion to approve the amended agenda was made by Sarah Ruckstaetter; second by Joe Hirsch. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 10 Board members attending this meeting.		
Review of Minutes	Motion to approve the October 23, 2012 minutes was made by Joe Hirsch; second by Deborah Mack. Motion carried.		
Business	<p><u>Board Chair Report</u> Quentin Carr has been working on the CEO performance review.</p> <p><u>CEO Report</u> Cindy McLaughlin added to her report that was previously emailed.</p> <p><u>News Articles</u></p> <ul style="list-style-type: none"> <li>• The Northeast Georgian – “Annual Halloween bash well-attended”</li> <li>• The Gainesville Times – “Group of disabled adults takes on projects for those in need around Demorest”</li> </ul> <p><u>Christmas Generosity</u></p> <ul style="list-style-type: none"> <li>• Avita offices are collecting can goods to donate to area food pantries.</li> <li>• Hall County Mayors Motorcade—Avita will be receiving a monetary gift.</li> <li>• NAMI is providing gift cards to all (60) clients in the Supported Apartment Program</li> </ul> <p><u>CPT Codes</u></p> <ul style="list-style-type: none"> <li>• Are changing January 1<sup>st</sup> which will affect how we bill physician and advance practice nursing services.</li> </ul> <p>Cindy highlighted the following in her report.</p> <ul style="list-style-type: none"> <li>• Office Visits</li> <li>• Forsyth County United Way Grant</li> <li>• Vehicle Fleet</li> </ul>		

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
	<ul style="list-style-type: none"> <li>• Applying for EMC Grants</li> <li>• E-Appraisal System</li> <li>• ACT Team</li> <li>• Community Connections</li> <li>• Ambulatory Detox and Intensive Outpatient Programs</li> </ul> <p><u>Financial Update</u> Victor Bowers reported the month of October ended with a \$83k surplus. Positive variances included a surge in Medicare fees, salary and benefits due to delay in ACT Team staffing and timing of the incentive bonus. Year-to-date surplus is \$163k. If we continue to meet budget the projected year end will be approximately \$405k.</p> <p><u>Committee Reports</u> Board Governance – Anne Mundy</p> <ul style="list-style-type: none"> <li>• Working with Allan Harden on the Board assessment</li> <li>• Orientation for new board members</li> <li>• Update/corrections to the handbook</li> </ul> <p>Client and Community Relations – Roger Scott</p> <ul style="list-style-type: none"> <li>• The committee reviewed the strategic plan.</li> </ul> <p>Finance – Al Gonzalez</p> <ul style="list-style-type: none"> <li>• The center of discussion was on the financial reports.</li> <li>• Victor updated the committee on the land we have for sale. <ul style="list-style-type: none"> <li>○ We won't sell unless we can break even or make a profit.</li> <li>○ The funds would be put back into reserves.</li> <li>○ Victor contacted the Department of Economic Development for Hall and Franklin Counties to ask them to add our properties to their database.</li> <li>○ Angela Whidby suggested Victor contact Georgia Power.</li> </ul> </li> </ul> <p>Fundraising – no report</p> <p><u>Executive Session</u> Alice Worthan made the motion at 7:39 p.m. for the Board of Directors to enter into executive session for the purpose of discussing a personnel matter. Quentin Carr requested Allan Harden and Regina Grisham remain for the discussion. Second by Joe Hirsch. Anne Mundy made the motion to adjourn the executive session at 7:46 p.m. Second by Joe Hirsch. The meeting was called back to order.</p>		
Adjournment	There being no further business, Angela Whidby made the motion to adjourn; second by Marilyn Woodruff. Motion carried and the December 4, 2012 Board meeting was adjourned at 7:50 p.m.		
Chair's signature indicating approval:  <span style="margin-left: 250px;">1/22/2013</span> <hr/> Quentin Carr <span style="margin-left: 200px;">Date Approved</span>			

Respectfully submitted,

*Regina Grisham*

Regina Grisham  
Recording Secretary