

Avita Community Partners
Board of Directors Meeting Minutes

DATE: March 27, 2018	TIME: 7:21pm – 7:46pm
PLACE: Administrative Office, Board Room	PRESIDING: Angela Whidby, Chair

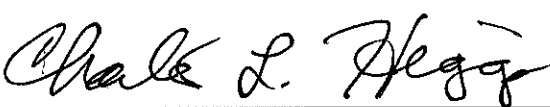
Attendance

Brian Alexander	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Davis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Victor Anderson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Margaret Gregory	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alan Wallhausen	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Bosanko	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Julie Gruen	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Angie Brown	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Susan Harris	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Kent Woerner	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Charles Higgs	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Sylvia Chassner	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Penny Penn	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Executive Team Member Attendance

Cathy Ganter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lori Holbrook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Gwen Hall	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Derek Singleton	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
Spotlight on Services	<u>Yellow Ribbon Suicide Prevention Program</u> Cindy Levi showed the “Be a Link” presentation and gave an overview of the program. Cindy distributed a business size card that shows what a person can do to “Be-A-Link—Save A Life”. The 800# on the card will connect the person calling with the Georgia Crisis & Access Line.
Welcome & Call to Order	The March 27, 2018 meeting of the Board of Directors was called to order by Board Chair, Angela Whidby at 7:21 p.m.
Determine Presence of a Quorum	A quorum was not present with only 7 Board Members attending this meeting.
Approval of Agenda	The agenda was not approved due to the absence of a quorum
Review of Minutes	The February 27, 2018 minutes will be deferred for approval until the April meeting due to the absence of a quorum
Board Chair Report	Angela Whidby announced that the GACSB Educational Exchange has been scheduled for October 28-30, 2018 and will be held at the Jekyll Island Convention Center. There are tracks specific for board members. Avita covers the expenses for anyone who would like to attend.
CEO Report	Cindy Levi shared pictures of the following: <ul style="list-style-type: none"> • Activities the IDD programs have been doing • Advertising in the Hello Habersham booklet • Celebrated our first year in Dawsonville • Client appreciation letter • Gainesville Hall Transition Fair • DBHDD Blog: Healthy Hall Award of Excellence Cindy highlighted the following in her report <ul style="list-style-type: none"> • Working with Forsyth County Sheriff’s Department on a SAMHSA grant • Presented to the Hall County Domestic Violence Task Force and The Compass Center • Gainesville Times series about opioid addiction • Shared information about the Yellow Ribbon Program with Adam Raulerson from Laurelwood and presented to Dr. Janice Darnell, Director of Student Support for Dawson County Schools • Met with Salveo, our CSU medical services provider • DBHDD will be issuing an RFP for the provision of Mobile Crisis Services • We’ve been asked to hire additional counselors and case managers for the ASL program • Gainesville Clubhouse added a student mentor • Supported Employment Program formed a Steering Committee • ACT Team received the results of their recent fidelity monitoring review • Hosting a parent support group at our Hartwell office

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	<ul style="list-style-type: none"> • Amber Collins hosted Mental Health First Aid classes for staff from Hart Elementary and Middle schools • Night to Shine events • Thanks to support staff in our outpatient clinics • Staff recognized for going above and beyond • Upcoming Events • Success story
Financial Update	<p>Derek Singleton, CFO reviewed the financial report for the month ending February 28, 2018 <u>Consolidated Income Statement</u></p> <ul style="list-style-type: none"> • February's net operating results reflect a \$29K net surplus for the month and a \$333K net surplus for the fiscal year to date. This is a 1.4% margin for the month and 1.9% margin fiscal year to date. • 8 Months prior year to date revenue was a positive change of \$369K. • 8 months prior year to date expenses was a positive change of \$100K. <p><u>FY18 Comparison of Budget to Actual</u></p> <ul style="list-style-type: none"> • Revenues had an unfavorable net variance of \$87K for the month and an unfavorable net variance of \$512K for the fiscal year to date. • Expenditures had a favorable net variance of \$52K for the month and a favorable net variance of \$411K for the fiscal year to date. • If we continue to meet budget the projected fiscal year end net surplus would be \$561K. <p><u>Balance Sheet</u></p> <ul style="list-style-type: none"> • Cash on hand as of 2/28/18 is \$5,502,830 <p><u>Financial Metrics (Key Performance Indicators)</u></p> <ul style="list-style-type: none"> • Days of Cash on Hand: 74.1 days; minimum standard is 30 days. • Current Ratio: 9.1:1; minimum standard is 1:1. • Days of Unreserved Net Assets to Total Expenses: 74.2 days; minimum standard is 60 days. • Long Term Debt to Net Assets: 0.17:1; maximum standard is 2.5:1.
Appointment of Nominating Committee	Brian Alexander, Rita Bush and Anne Davis volunteered to serve on the committee. They will announce the slate of offices at the May meeting and the vote will take place in June.
Request Board Governance to review Bylaws	Angela Whidby requested Board Governance to review the Bylaws prior to ratification at the July meeting.
Committee Reports	<p><u>Board Governance</u> Brian Alexander reported that the committee is revising the Board Self-Assessment Document. They also did a short orientation for our new board member, Angie Brown.</p> <p><u>Community & Client Relations</u> Angela Whidby reported that Gwen Hall, Cathy Ganter and Lori Holbrook gave an update on the IDD program, specialty services and outpatient services.</p> <p><u>Finance</u> Rita Bush reported that Derek Singleton reviewed the January 2018 financial report.</p>
Announcements	<ul style="list-style-type: none"> • Cindy Levi announced Mark Baker resigned from the board. • Avery Nix, is a Certified Addiction Recovery Empowerment Specialist is interested in serving on the board. He plans to attend the April meeting.
Adjournment	Angela Whidby adjourned the meeting at 7:46pm.
Presiding Officer Signature indicating approval	
 4/24/2018 Date Approved	

Respectfully submitted,

Regina Grisham

Regina Grisham
Recording Secretary