

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: February 25, 2014	TIME: 7:34 p.m. – 7:56 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Al Gonzalez, Board Chair


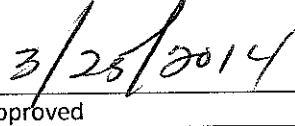
Attendance

Brian Alexander	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Joe Hirsch	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Zadie Peters	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Rufus Larkin	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Sarah Ruckstaetter	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Quentin Carr	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Deborah Mack	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Barbara Cone	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Marilyn Woodruff	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Al Gonzalez	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No						

Executive Team Member Attendance

Victor Bowers	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Allan Harden	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Janice McAllister	<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
Welcome & Call to Order	The February 25, 2014 meeting of the Board of Directors was called to order by Board Chair, Al Gonzalez at 7:35 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Quentin Carr; second by Zadie Peters. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 11 Board members attending this meeting.		
Review of Minutes	Motion to approve the February 4, 2014 minutes was made by Rufus Larkin; second by Marilyn Woodruff. Motion carried.		
Business	<p><u>Board Chair Report</u> No report.</p> <p><u>CEO Report</u> Cindy highlighted and added to her report that was previously emailed. Pictures</p> <ul style="list-style-type: none"> • Recent snow day • Ativa donation • Host Home Provider appreciation brunch <p>Crisis Apartments</p> <ul style="list-style-type: none"> • Charles Fetner and Debbie Atkins toured the apartments and were very impressed. • We are ready to accept the first client upon their release from Laurelwood. • Carol Perkins on behalf of Ativa delivered 5 baskets of personal hygiene supplies. <ul style="list-style-type: none"> • Second winter storm • VA Contract • Georgia CSB Day at the Capitol on March 10th • Meaningful Use Incentive. Our appeal was approved and we received \$42,500. <p><u>Financial Update</u> Victor Bowers reported the month of January ended with a net surplus of \$64k. Revenue had an unfavorable variance of \$34k due to</p>		

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	<p>a decline in Medicaid Waivers and an audit recoupment of \$69k that we are appealing. Expenses were favorable in salary and benefits due to unfilled budgeted vacancies. Contracts were favorable due to reduced billable hours during the holidays. If we continue to meet budget the projected year surplus will be \$798k.</p> <p>Victor reviewed the Balance Sheet and answered questions. Cash in Bank on Hand decreased due to checks issued but not cleared. This varies depending on where the month ends. Cash reserve is pulled from cash on hand.</p> <p><u>CEO Annual Performance Review</u> Al Gonzalez reported. At the last meeting during executive session Cindy's annual performance evaluation was reviewed. Board members recommended to raise her salary by 5% and give a one-time bonus of 1.1% based on FY14 year-end profit. We should have taken the vote in open session but did not. Anne made the motion to approve the recommendation; Joe Hirsch seconded. Motion carried.</p> <p><u>Update Shelter Plus Care Program Participation Resolutions</u> Quentin Carr made the motion to approve the updated Resolutions for the Georgia Department of Community Affairs, Shelter Plus Care Grant, the Emergency Solutions Grant, Street Outreach Program and the Shelter Plus Care Matching Program by authorizing Victor Bowers, Chief Financial Officer, Roger Scott, Chief Operations Officer and Amphon Johnson, Fiscal Operations Manager to be signers to draw funds from DCA on behalf of Avita Community Partners. Second by Brian Alexander. Motion passed.</p>		
Announcements	A wedding gift from the Board and Executive Team was presented to Quentin Carr.		
Adjournment	Motion to adjourn by Anne Mundy; second by Rita Bush. Motion carried and the February 25, 2014 Board meeting was adjourned at 7:56 p.m.		
Chair's signature indicating approval:			
 			
Al Gonzalez, Board Chair		Date Approved	

Respectfully submitted,



Regina Grisham
Recording Secretary