

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: March 25, 2014	TIME: 7:13 p.m. – 8:00 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Al Gonzalez, Board Chair

Attendance

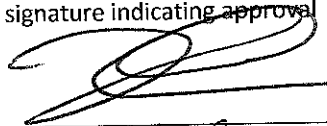
Brian Alexander	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zadie Peters	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Rita Bush	<input checked="" type="checkbox"/> Yes <input 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Angela Whidby	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Cone	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input type="checkbox"/> Yes <input checked="" 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
Spotlight on Services	Supported Employment Program Howard Stroud gave an overview of IPS Supported Employment. Clients shared how the program has benefited them and the success they have achieved in their jobs.		
Welcome & Call to Order	The March 25, 2014 meeting of the Board of Directors was called to order by Board Chair, Al Gonzalez at 7:13 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Quentin Carr; second by Joe Hirsch. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 9 Board members attending this meeting.		
Review of Minutes	Motion to approve the February 25, 2014 minutes was made by Joe Hirsch; second by Anne Mundy. Motion carried.		
Business	<p><u>Board Chair Report</u></p> <p><u>Appointment of Nominating Committee</u> Al, Deborah, Marilyn, Joe and Sarah are not eligible to serve on the committee because they served within the past two years. Barbara Cone, Quentin Carr and Rita Bush volunteered to serve on the committee. They will announce the slate of officers at the May meeting and then the vote will take place in June.</p> <p><u>Appoint a Board Member to serve as a voting representative on the GACSB Association</u> Al was notified by the GACSB Association that we need to appoint a board member to be a voting representative. There are four meetings a year. 1 is at the State Capitol and 1 is in Dublin. They review what is going on around the state and help with developing the strategic plan. Joe Hirsch volunteered to fill this position. Action: Regina will notify the GACSB Association.</p> <p><u>Fundraising Committee</u> Quentin notified Cindy and the officers that they want to dissolve the committee. The group has tried for 18 months to come up with a fundraising event without tying up staff and board members time. The officers will be discussing over the next couple of months if we need to replace this committee. The members will move to one of the other committee's.</p>	Regina	

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	<p><u>Survey from the GACSB Association</u> Regina sent an email with the link to the Board Members last Friday asking each person to complete by March 31st. Action: Regina will resend the email as a reminder.</p> <p><u>CEO Report</u> Cindy highlighted the following in her report that was previously emailed.</p> <ul style="list-style-type: none"> • 2.425% increase in state funding. • VA contract extension and solicitation to bid. • Client complaint. • GACSB Association Day at the Capitol. • Crisis Apartments – Cindy shared pictures of the new apartments. • Dream Weaver member’s picture taken on the senate floor. • Employee Appreciation Event – April 25th at Jaemor Farms. We are having a recipe contest and need judges. <p>Action: Board Members will notify Regina if they would like to be a judge. Action: Board Members will notify Regina if they plan to attend.</p> <ul style="list-style-type: none"> • May 15-16 – GACSB Annual Board Retreat. • Meaningful Use application appeal was approved. • Medicare withholding 2%. <p>Joe Hirsch added it was enlightening to attend the Day at the Capitol. Cindy, Joe and Angela shared our concerns with the legislators and it was a day well spent. Cindy added there were only 9 board representatives at the meeting and we had two of the nine.</p> <p><u>Financial Update</u> Victor Bowers reported that in spite of the inclement weather in February we still ended the month with a net surplus of \$70k and \$777k surplus for the year-to-date. Revenue was favorable due the net impact of the Meaningful Use Incentive payment of \$42k. Expenses were also favorable due the favorable variance in salary and benefits due to unfilled budgeted vacancies. If we continue to meet budget the projected year end surplus would be \$876k.</p> <p><u>Request Board Governance to review Bylaws</u> Al requested the committee to review.</p> <p><u>Committee Reports</u> Board Governance – Anne Mundy reported.</p> <ul style="list-style-type: none"> • Discussed passage of Senate Bill 349 and the changes that will have to be made to the bylaws. Article 4 has to be updated. Brian is reviewing section on removal of members. Article 9 – making sure dates match on the calendar. We will have to bring on 4 elected officials based on population and financial contributions. The 4 counties are Hall, Forsyth, Habersham and Banks. The Board will be reconstituted but current board members will continue until their term expires. • Board Handbook is being updated. Date and revision will be added in the footer. • Working on getting the CEO review back in structure. • Letters have been sent to counties with vacancies. • Succession planning is being worked on. <p>Community & Client Relations – Dr. Larkin reported.</p> <ul style="list-style-type: none"> • Discussion on CARF survey, rules and regulations. • Looking at compliance and service delivery. 	<p>Regina</p> <p>Board Members</p>	

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	<ul style="list-style-type: none"> Roger added the CARF Survey will be scheduled in June and he will give an overview to the Board at a future meeting. Roger updated the committee on the new programs. Finance – Anne Mundy reported. <ul style="list-style-type: none"> Victor reviewed the financial report for the month ending January 31, 2014. 		
Announcements	AI announced that he would like new members to consider be nominated for an officer position if they are asked by the nominating committee.		
Adjournment	Motion to adjourn by Barbara Cone; second by Sarah Ruckstaetter. Motion carried and the March 25, 2014 Board meeting was adjourned at 8:00 p.m.		
Vice Chair's signature indicating approval 			
Al Gonzalez <i>Al Gonzalez</i> Date Approved <i>4/21/14</i>			

Respectfully submitted,

Regina Grisham

Regina Grisham
Recording Secretary