

Avita Community Partners  
Board of Directors  
Meeting Minutes

DATE: September 24, 2013	TIME: 7:11 pm – 7:50 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Al Gonzalez, Board Chair

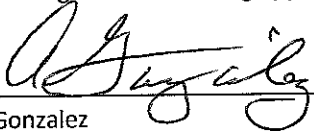
Attendance

Brian Alexander	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zadie Peters	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Michael Bohn	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sarah Ruckstaetter	<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	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Quentin Carr	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Deborah Mack	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Marilyn Woodruff	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Cone	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Anne Mundy	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Guest: Dr. Vickie Clements	

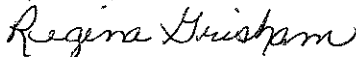
Executive Team Member Attendance

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 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	Clients and staff from the Developmental Disability programs in Toccoa and Hartwell talked about person-centered services.		
Welcome & Call to Order	The September 24, 2013 meeting of the Board of Directors was called to order by Board Chair, Al Gonzalez at 7:11 p.m.		
Approval of Agenda	Motion to approve the agenda was made by Brian Alexander; second by Deborah Mack. 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 August 27, 2013 minutes was made by Rufus Larkin; second by Brian Alexander. Motion carried.		
Business	<p>Al Gonzalez welcomed Dr. Vickie Clements. Dr. Clements shared that she is a pediatrician in Rabun County and has worked with the Clubhouse program.</p> <p><b>Board Chair Report</b> Al Gonzalez reported that Quentin Carr forwarded a letter he received from Gateway Community Service Board (CSB) chair regarding the state's takeover of the CSB. Cindy McLaughlin added that Commissioner Berry assigned a manager to the CSB. A full assessment found the CSB was operating out of compliance. Some of the issues included financial gain by board members, unrestricted fund balance with a negative balance and no steps taken to correct, no financial reviews and bank loans. The CSB is currently undergoing reorganization and services are still being provided.</p> <p><b>CEO Report</b> Cindy highlighted in her report that was previously emailed.</p> <ul style="list-style-type: none"> <li>• Opportunity House and Carry-On Trailers</li> <li>• Management and Leadership Training</li> <li>• Golden Goals Ceremony October 15<sup>th</sup></li> <li>• Looking forward: "Appalachian Care" event in Rabun County in June 2014. Dr. Clements added that the county is expecting to serve 20k+ people.</li> <li>• Crisis Intervention Training for law enforcement officials.</li> </ul> <p><b>Financial Report</b></p> <ul style="list-style-type: none"> <li>• Victor Bowers reported the month of August ended with a net</li> </ul>		

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
	<p>surplus of \$85k or 4.6% margin and a \$222 net surplus for the year-to-date.</p> <p>Revenue Variances</p> <ul style="list-style-type: none"> <li>• Delay in funding for Workers Compensation</li> <li>• Decrease in DD reimbursable expenses.</li> </ul> <p>Expense Variances</p> <ul style="list-style-type: none"> <li>• Salaries and benefits were favorable due to unfilled vacancies.</li> <li>• Decrease in Family Support/Respite services expenses.</li> <li>• Reduction in pharmaceuticals.</li> </ul> <ul style="list-style-type: none"> <li>• Year-to-Date compared to last year the change is a favorable \$108k.</li> <li>• If we continue to meet budget the projected year end surplus would be \$319k.</li> </ul> <p><b>Committee Reports</b></p> <p>Board Governance</p> <ul style="list-style-type: none"> <li>• No report</li> </ul> <p>Community &amp; Client Relations – Rufus Larkin</p> <p>Client Satisfaction Evaluation</p> <ul style="list-style-type: none"> <li>• The overall results show we are doing a wonderful job.</li> <li>• Problems identified are being addressed.</li> <li>• Roger Scott added we will be using a new survey tool this year.</li> </ul> <p>Finance – Al Gonzalez</p> <ul style="list-style-type: none"> <li>• Discussed the current audit.</li> <li>• Reviewed Annex K.</li> <li>• New state health insurance provider and changes in premiums. The State projects \$200M in savings by going to one provider.</li> </ul> <p>Fundraising</p> <ul style="list-style-type: none"> <li>• No report.</li> </ul>		
Announcements	<p><b>Realignment of Committees</b></p> <ul style="list-style-type: none"> <li>• Brian Alexander will move to Board Governance.</li> <li>• Rita Bush will move to Finance.</li> <li>• After Dr. Clements is appointed by the Rabun County Board of Commissioners she will join Finance.</li> </ul> <p><b>Strategic Planning Committee</b></p> <ul style="list-style-type: none"> <li>• Committee members will meet with the executive team on October 1<sup>st</sup>.</li> </ul>		
Adjournment	<p>Motion to adjourn by Brian Alexander; second by Rita Bush. Motion carried and the September 24, 2013 Board meeting was adjourned at 7:51 p.m.</p>		
<p>Chair's signature indicating approval</p> <p> 10/22/2013</p> <p>Al Gonzalez Date Approved</p>			

Respectfully submitted,



Regina Grisham  
Recording Secretary