

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: August 27, 2013	TIME: 7:32 p.m. – 7:59 p.m.
PLACE: Administrative Office, Board Room	PRESIDING: Al Gonzalez, Board Chair


Attendance

Brian Alexander	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Zadie Peters	<input checked="" type="checkbox"/> Yes <input 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 type="checkbox"/> Yes <input checked="" 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Deborah Mack	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Marilyn Woodruff	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Barbara Cone	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

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
Welcome & Call to Order	The August 27, 2013 meeting of the Board of Directors was called to order by Board Chair, Al Gonzalez at 7:32 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 8 Board members attending this meeting.		
Review of Minutes	Motion to approve the July 23, 2013 minutes was made by Zadie Peters; second by Rufus Larkin. Motion carried.		
Business	<p><u>Oath of Office</u> Angela Whidby affirmed her oath of office for the term July 1, 2013 – June 30, 2016.</p> <p><u>Board Chair Report</u> Al Gonzalez received a letter from Robert Baker & Associates addressed to the Board of Directors that outlines the auditor responsibilities under the US Generally Accepted Auditing Standards and OMB Circular A-133. Mr. Baker is conducting the audit this week and is available to meet with anyone who desires to do so. A copy of the letter will be made for each Board Member and distributed next month. We will also have a copy of OMB Circular A-133 next month.</p> <p>The GACSB Association Educational Exchange Conference will be held in Savannah on October 20-22, 2013. If anyone is interested in attending notify Regina Grisham. A draft agenda is included in your packet. There is a specific track for Board Members. Cindy McLaughlin and Angela Whidby are attending.</p> <p><u>CEO Report</u> Cindy McLaughlin's report was previously emailed. She shared pictures from the Toccoa Center Memory Garden Dedication and the visit made by Senator Unterman and representatives from the Senate Budget Office.</p>		

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	<p>Financial Update Victor Bowers reported the month of July ended with a net surplus of \$138k with a projected year end surplus of \$319k. Favorable variances include salaries and benefits, contracts, vehicle repairs and travel/mileage expenses.</p>		
Announcements	<p>Strategic Plan Committee Cindy asked if the ad hoc committee members could meet with the executive team on Tuesday, October 1st from 9AM – 12PM. She will follow up with an email to the committee members.</p> <p>Board Committees Board Governance and Finance only has 2 members each and Client and Community Relations has the most. Al asked if anyone would be willing to move to one of the other committees.</p>		
Adjournment	<p>Motion to adjourn by Barbara Cone; second by Sarah Ruckstaetter. Motion carried and the August 27, 2013 Board meeting was adjourned at 7:49 p.m.</p>		
Chair's signature indicating approval:  09/24/2013			
Al Gonzalez	Date Approved		

Respectfully submitted,

Regina Grisham

Regina Grisham
Recording Secretary