

Avita Community Partners
Board of Directors
Meeting Minutes

DATE: September 22, 2009	TIME: 7:35 PM – 8:38 PM
PLACE: Board Room @ Administrative Office	PRESIDING: Desiree' Reddick-Head, Board Chair


Attendance

Quentin Carr	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Rufus Larkin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Tammy Foster	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Deborah Mack	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Al Gonzalez	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lewis McAfee	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Joe Hirsch	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Anne Mundy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Laurice Jennings	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Desiree' Reddick-Head	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shelley Johnson	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sarah Ruckstaetter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Marilyn Woodruff	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alice Worthan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

14 Filled Positions (2 Vacancies)

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items	By Whom	By When
Spotlight on Services	Gerry Cyranowski presented during the dinner hour a program on the reorganization of hubs to regions.		
Welcome & Call to Order	The September meeting of the Board of Directors was called to order by Board Chair, Desiree' Reddick-Head at 7:35pm.		
Approval of Agenda	Motion to approve the agenda was made by Lewis McAfee; second by Joe Hirsch. Motion carried.		
Determine Presence of a Quorum	A quorum was present with 12 Board members attending this meeting.		
Executive Session	Anne Mundy made the motion that the Avita Board enter into Executive Session to discuss a personnel matter and requests the Executive Team and Regina Grisham remain for the discussion. Second by Marilyn Woodruff. Motion carried and the meeting was adjourned at 7:38 PM to accommodate this motion. The Board meeting was called back to order at 7:50 PM.		
Review of Minutes	Motion to approve the August minutes was made by Alice Worthan; second by Lewis McAfee. Motion carried.		
Business	<p><u>Board Chair Report</u> - Desiree' thanked everyone for attending tonight. The committee structure has been put on hold until after the strategic planning process has been completed.</p> <p><u>CEO Report</u> - Joe reported the strategic plan process was kicked off at the Board retreat. We had our first committee meeting tonight. The committee reviewed the SWOT analysis and timeline. The goal is to have a new strategic plan ready by December 1st for approval. The 4 Board members who volunteered to be on this committee are Quentin, Shelley, Joe and Al. The executive team will be doing their own SWOT analysis at their off site workday October 9th.</p>		

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	<p>Joe shared some potential promising news. He attended the GACSB CEO meeting last week. There was discussion on how funding has changed, low rates, and restrictive authorization process. Dr. Shelp indicated that he would research the concerns and Dr. Garland indicated that she would meet with the regional offices.</p> <p>Hubs to Regions – Gerry gave a presentation during dinner showing the reorganization. Also in the packet is the communication about the furlough plan with dates. We will have one furlough day per month for a total of 10. They will not continue beyond June 30, 2010 and we have a plan to end the furlough. Furloughs save \$50,000 per month to our bottom line.</p> <p>Financials – we have a net surplus (deficit) negative variance of \$126,000 from budget in August. Our key months will be the 2nd quarter of this year and we hope to see an upward swing.</p> <p>Handouts are in the board packets that include the press release due to the furlough days. We decided to close the offices on furlough days. This makes a statement to the State and our legislators and may help us in the long run.</p> <p>GACSB Annual Conference will be October 18–20 and will be held at Lake Lanier Islands. Alice is our board representative for the association and she will be attending. If anyone else wants to attend they will have to pay the registration fee.</p> <p><u>Unfinished Business</u> – There is no unfinished business this month.</p> <p><u>New Business</u> Legislative Luncheon Update. We are going to keep the original date. We found out there was not going to be a special session on October 14th. We are following up by sending reminders. Desiree’ encouraged Board members to attend if their schedule permits.</p> <p><u>Committee Reports</u> Board Development—Anne reminded the Board members about the attendance policy. She asked the members who attended the Board retreat to please complete the survey posted on surveymonkey.com for feedback. The committee is also starting to work on the Avita Board handbook. “Welcome to the Board” was shared by Alice and copy is in each</p>		

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	<p>packet.</p> <p>Finance—Al reported the main focus has been the budget. Victor has been working on a zero loss budget which is our only option this year. Victor reported that the loss during the month of August is less than in July. Medicaid waivers have a negative variance but not as great as in July. We are beginning to see some improvement. We are micromanaging the waivers, looking at reports weekly and starting to see some changes for improvement in September. We are in the process of recovering some waiver funds. Last year we had a \$2 million dollar loss and \$1.5 million came from the waivers. Our FY10 YTD deficit is \$755,000. Victor hopes September will be at budget or slightly better. We had a reduction in health benefit premiums, first impact of our RIF and the furlough should impact September results. Victor is optimistic November and December will show great improvement.</p> <p>Human Resources - no report</p> <p>Services - no report. Dr. Larkin acknowledged Gerry's presentation and that we are moving forward in the right direction.</p> <p>Strategic Planning - nothing further to report.</p> <p><u>Announcements</u> Words of wisdom were read by Alice.</p>		
Adjournment	<p>Motion to adjourn by Lewis McAfee; second by Al Gonzalez. Motion carried and the September Board meeting was adjourned at 8:38 PM.</p>		
<p>Chair's signature indicating approval:</p> <p> 10/27/09</p> <hr style="border-top: 1px dashed black;"/> <p>Desiree' Reddick-Head Date Approved</p>			

Respectfully submitted:



Regina Grisham

Recording Secretary