

Avita Community Partners
Board of Directors Meeting Minutes

DATE: June 22, 2022	TIME: 7:00 PM
PLACE: Avita Administrative Offices and Zoom	PRESIDING: Angela Whidby, Chair

Attendance

Seth Barnes, Jr.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Alice Worthan	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Angela Whidby	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Barbara Bosanko	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Terry Hawkins	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Carol Williams	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Angie Brown	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Avery Nix	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Kent Woerner	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Sharon Bucek	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Bruce Palmer	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Rachel Mathis	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Shelly Echols	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Penny Penn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Sherry Estep	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Sammy Reece	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

Executive Team Member Attendance

Greg Ball	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Lori Holbrook	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mary Donna McAvoy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Cathy Ganter	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Cindy Levi	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Hannah Quinn	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Allan Harden	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				

Agenda Items	Key Discussion Points/Outcomes/Decisions/Action Items
Call to Order	The Board Meeting was called to order at 7:02 PM by Angela Whidby.
Determine Quorum	A quorum was present with 11 members.
Approval of Agenda	Motion to approve the agenda by Barbara Bosanko, seconded by Terry Hawkins, passed unanimously.
Approval of Minutes	Motion to approve the May 25 th minutes by Barbara Bosanko, seconded by Carol Williams, passed unanimously.
Board Chair Report	Angela welcomed everyone and moved straight into the agenda to the CEO report.
CEO Report	<p>Cindy reviewed the following in her report:</p> <ul style="list-style-type: none"> • Covid continues to linger but it is lower than previous months. • The Behavioral Health Reform and Innovation Commission held a full Commission meeting on June 9th and laid out 7 goals. • We are still waiting on proposed leases at The Pines of Lanier. Avita provided Alexander Properties Group a copy of our proposed sublease agreement with our clients. We still anticipate signing new annual leases by July 1st. • The building utilized for Avita’s outpatient clinic in Cleveland was recently sold. The new owner is interested in us remaining as a tenant, but of course wants to raise the rent. A negotiating meeting took place on June 22nd. • We were unofficially notified that we did not receive the grant funds requests via the Peachstate Barrier Removal Grant. • The Rabun County office renovations are making progress. • We paid tribute to one of the gentlemen we served for many years who passed. • We now have road signs, thanks to Hall County, that point to Avita’s Behavioral Health Crisis Center, along Old Cornelia Highway. • The Georgia Association of Community Service Boards (GACSB) developed a short “Stay Survey” to distribute to our employees. • We have new “grow boxes” at the BHCC. • The following staff have been recognized for receiving the most nomination in the “Give a Smile” campaign over the past month: Joseph Lyons, April Meeler, and Tanya Streetman. Thanks to these employees for their dedication to Avita’s mission.
Financial Update	<p>Greg Ball reviewed the following in his report:</p> <ul style="list-style-type: none"> • May saw a \$235,000 surplus. Our fiscal year to date is a positive \$548,000. • Current year revenues are \$2.8M (or 11.5%) above prior year revenues. • Our Key Performance Indicators (KPIs) continued to exceed the targets established by DBHDD: <ul style="list-style-type: none"> ○ Cash on Hand remains at 83 days – from 83 days in April

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	<ul style="list-style-type: none"> ○ Current Ratio – 5.8:1 – down from last month’s 5.9:1 ○ Days of Covered Expenses – 65 days -- up 2 days from May ○ Long Term Debt Ratio – .12:1 – same as last month
Budget for FY23	<p>Greg presented the following for the proposed FY23 budget:</p> <ul style="list-style-type: none"> • The FY23 budget reflects a net surplus of \$372,000 or 1.1% margin. • We assumed a conservative view throughout. • The revenue budget totals \$35,270,000. • The expense budget totals \$34,898,000. <p>Seth Barnes made the motion to approve the FY23 budget, Terry Hawkins gave a second, motion passed unanimously.</p>
Investment Strategy	<ul style="list-style-type: none"> • Greg presented a conservative investment strategy of using \$2.5 million which leaves us with 53 days of operating cash on hand. This leaves us 23 days above the minimum required. This money is mostly accessible, if needed, and insured, and only \$1 million is tied up in 1 year CD’s. This strategy would earn approximately \$31,025 in interest. <p>Seth Barnes made a motion to pass the investment strategy, seconded by Barbara Bosanko, and it passed unanimously.</p>
Proposed Bylaw changes	<p>Briefly discussed last month’s report to change page 4, Sec 1 allocation of terms, page 8, Sec 5 tenure, and page 30, Sec 7 allowing the COO to sign checks.</p> <p>Motion made by Carol Williams to pass the changes and seconded by Sharon Bucek. It was unanimously approved.</p>
Land Sale at 4331 Thurmon Tanner	<p>Motion was made by Terry Hawkins and seconded by Seth Barnes to sell the approximately .279 acres of land at 4331 Thurmon Tanner Rd. location for \$50,000 to The Adams Companies. Passed unanimously.</p>
Closed session	<p>Motion made by Carol Williams and seconded by Sharon Bucek and unanimously approved for purposes of potential land sale and litigation to go into closed session.</p>
Closed session item	<p>Motion was made to purchase more fence at the BHCC by Terry Hawkins and seconded by Seth Barnes, and it passed unanimously.</p> <p>Motion was made to research market value of a land parcel (around 2 acres) at the north end of the BHCC by Seth Barnes and seconded by Carol Williams. It passed unanimously.</p>
Committee Reports	<ul style="list-style-type: none"> • No official reports given. Items were taken up that were discussed including the proposed budget, investment strategy, and by-laws.
Announcements	<ul style="list-style-type: none"> • We have a new member of the board joining us in July from Habersham County. Her name is Dr. Brenda Hardy. • Penny shared that Cindy did a terrific job explaining what Avita does to her Rotary Club on June 22nd over lunch.
Adjournment at 9:15 pm	<p>Barbara Bosanko made a motion to adjourn followed by Carol Williams who seconded it--unanimous.</p>

Kent Woerner, Chair

July 27, 2022

Presiding Officer Signature

Date Approved

Respectfully submitted,

Hariah Hutkowski

Hariah Hutkowski, Recording Clerk