

**Envision
Creative Support for People with Developmental Disabilities**

**REGULAR MEETING OF THE BOARD OF DIRECTORS
September 14, 2017**

Members Present

Linda Brainard
Patrick Roesler
Kathi Sargent
Doug Seery
Erica Herman
Pam Shaddock

Members Absent

Joanna Martinson
Lesley Brooks
Monica Wickstrom
Tamara Brady

Others

Celeste Ewert, Ex.Dir.
Marty Kennedy, Dir.Finance and Admin.
Arturo Ramos, Bilingual Adult CM
Travis Colvin, H.R. Dir.
Deserie Newton, Children's CM Coord.
Tiffany Cron, Program Serv. Dir.
Jenny Acevedo, Children's CM Dir.
Susan Brennan, Adult CM Coord.
Beth Allen, Fund Develop & Comm. Coord.

The meeting was called to order at 7:35 AM by the Secretary-Treasurer as acting President.

Roll call indicated attendance as above with a quorum established.

There were no agenda additions.

Celeste shared a success story about Envision's Work Crew entering into a contract working with Cintas.

Motion was made and seconded (Sargent/Roesler) to approve the minutes of the August 3, 2017 meeting as written. Motion carried.

Marty Kennedy reviewed the financial report for the period ending July 31, 2017. Total revenue was \$830,880.00. Total expenses were \$695,104.00; leaving a net income of \$135,775.00. Marty indicated that she is monitoring Envision's cash position and that a cash infusion from the investments may be required over the next few months. Motion was made and seconded (Shaddock/Sargent) to approve the statement as presented. Motion carried.

Pam Shaddock reported that she has left phone messages with a couple of people about board membership. Celeste reported that she will follow up with Kelly Jackson at Aims Community College about membership.

Pam Shaddock indicated that the next meeting of the Communications and Fund Development Committee is tentatively scheduled for 8:30 am on Monday, September 25, 2017 at Envision. Pam reported that the Committee has a few new ideas to develop.

Celeste reported that two Extraction Oil and Gas Leases were emailed to attorney Kent Naughton on September 13, 2017 for his review and comment.

Celeste reported that the Person Centered Organization Coaches and Leaders Groups newly created sub-committees began their work at their August 13' 2017 meeting.

Motion was made and seconded (Roesler/Sargent) to convene an executive session at 7:55 am. Motion carried. Motion and made and seconded (Roesler/Sargent) to reconvene to public meeting at 8:20 am. Motion carried.

Motion was made and seconded (Herman/Roesler) to approve the FY18 operating budget. Motion carried.

Motion was made and seconded (Herman/Shaddock) to approve the FY18 \$46,000 capital budget request to install electronic door lock system, seal and restripe front parking lot, and replace hallway carpet with laminate flooring; using investment funds if necessary. Motion carried.

Celeste reported that the Executive Director's Report for August 2017 was available for review. Celeste reported there is no new information on the Conflict Free Case Management.

Celeste reported that four work groups have been developed for activities as part of the Person Centered Organization. In addition, two of three trainers who attended the Portland Gathering gave brief information from that event.

Pam reported that there is a Chamber of Commerce ribbon-cutting ceremony community outreach opportunity on September 16, 2017 between 1 – 4 pm at the new DoubleTree by Hilton Conference Hotel at Lincoln Park.

There were no department comments other than the introduction of a new Bilingual Adult Case Manager, Arturo Ramos.

There were no audience comments.

The meeting was adjourned by the acting President at 9:09 am.