

Envision Creative Support for People with Developmental Disabilities
BOARD OF DIRECTORS' MEETING
Thursday, August 13, 2020 at 7:30AM through Zoom
Minutes

Board Members Present

Tannis Bator
George "Tommi" Bator
Erica Herman
Jon Jonson
Allison Kanzler
LuJean Ott
Meghan Phillips
Tyler Richardson
Pat Roesler
Kathi Sargent
Pam Shaddock

Board Members Absent

Katelynn Johnson
Theresa Paz

Other People Present

Celeste Ewert, Executive Director
Shannon Biehl, Finance & Admin Director
Deserie Newton, CM Director
Karen Wainscott, Fund Develop & Comm. Director
Jenny Acevedo, EI Director
Shawn Croissant, DP Coordinator
RuthMary Lyons, Accounting Specialist
Cindy Brekke, EI Contract Technician
Linda Medina, QA Director
Kim Sager, HR Director

Meeting was called to order at 7:33 AM (Roesler)

Roll call indicated attendance as above with a quorum established

Agenda additions: Electronic Funds Transfer Discussion; Morgan Stanley Document

Ewert shared a vision victory – Spirit Week

MOTION made to approve the minutes of July 9, 2020 and seconded (Shaddock/T. Bator) motion carried

Ewert discussed with more companies not accepting checks and more things being done electronically; Envision would like to move towards more Electronic Funds Transfer (EFT) for payments to people/vendors.

MOTION made to allow payments through EFT whenever needed, with appropriate authorization in place, and seconded (Shaddock/J. Jonson) motion carried

Ewert shared the Morgan Stanley Document that discussed how much a non-profit agency will be allowed to withdraw on a Line of Credit (LOC).

MOTION made to have Ewert sign the document and return to Morgan Stanley, and seconded (Herman/Roesler) motion carried

Biehl provided report on financial report ending June 30, 2020

MOTION made to approve the financial report ending June 30, 2020 with a YTD net income of (\$248,354) and seconded (J. Jonson/Ott) motion carried – loss due to additional State General Funds received earlier in the year and spent in June, three payrolls in June and only two were budgeted, and hazard pay to employees through the PPP loan in which the expense for that will be reduced after the PPP loan is forgiven

Ewert provided an update on board membership – Seery needs to step down at this time

Shaddock provided the Fund Development and Communications Subcommittee update

- Soliciting additional board members for the committee; 9-10 hours over six months
 - Next meeting dates: 9/8/20, 11/9/20, 1/11/21 at 8:30am
- Follow up discussions with employees:
 - Biehl: to discuss revenue tracking
 - Wainscott: to discuss Strategic Plan

- Ewert: to discuss BOD Goals for current year

Ewert provided an update on Conflict Free Case Management and Case Management Redesign; HCPF would like to remove option “3”; their intention is that there would only be one case management agency per region so an agency could not continue to do CM and direct services, or people would be served conflicted.

Ewert provided information from monthly report with State and Local updates

Department directors/designees shared updates

There were no audience/public comments

MOTION made to adjourn the meeting at 8:42 AM and seconded (Herman/Roesler) motion carried

Upcoming Events/Meetings:

- Aktion Club – August 13, 2020 at 1pm: Zoom
- Executive Finance Committee – TUESDAY 9/8/20 at 7:30 AM
- Fund Development and Communications Subcommittee – 9/8/20 at 8:30 AM
- Board of Directors – Thursday, 9/10/20 at 7:30 AM



09/10/2020