

**Envision Creative Support for People with Developmental Disabilities**  
**BOARD OF DIRECTORS' MEETING**  
**Thursday, July 9, 2020 at 7:30AM through Zoom**  
**Minutes**

**Board Members Present**

Tannis Bator  
Tommi Bator  
Allison Kanzler  
Meghan Phillips  
Tyler Richardson  
Pat Roesler  
Christina Ruffatti  
Kathi Sargent  
Doug Seery  
Pam Shaddock

**Board Members Absent**

Erica Herman  
Jon Jonson  
Katelynn Johnson  
LuJean Ott  
Theresa Paz

**Other People Present**

Celeste Ewert, Executive Director  
Shannon Biehl, Finance & Admin Director  
Tiffany Cron, PS Director  
Deserie Newton, CM Director  
Karen Wainscott, Fund Develop & Comm. Director  
Jenny Acevedo, EI Director  
Shawn Croissant, DP Coordinator  
Susan Brennan, CM Coordinator  
Kimberly Leong, EI Service Coordinator  
RuthMary Lyons, Accounting Specialist  
Cindy Brekke, EI Contract Technician  
David Rodriguez, EI Service Coordinator  
Linda Medina, QA Director  
Sahrah Bliss, CM Lead  
Anissa Billianor, CM Coordinator

Meeting was called to order at 7:36 AM (Roesler)

Roll call indicated attendance as above with a quorum established

Celeste shared a vision victory – Creativity in Day Program

MOTION made to approve the minutes of June 11, 2020 with one change, adding Linda Medina as present, and seconded (Shaddock/Phillips) motion carried

MOTION made to approve the financial report ending May 31, 2020 with a YTD net income of \$188,326 and seconded (Shaddock/Phillips) motion carried

MOTION made to continue operations using the previous year budget until the new budget is approved and seconded (Roesler/Ruffatti) motion carried

MOTION made to approve the Corporate Resolution for Bank and Investment Signatures and seconded (Phillips/Roesler) motion carried

Review of annual documents occurred: Mission Statement, Vision Statement, Operating Objectives, Core Values, By-Laws, COI, PCT Documents, Document Retention and Destruction Policy, and Corporate Compliance/Fraud, waste, Abuse and Reporting/Whistleblower Protection Policy

All BOD Members need to sign a new Conflict of Interest form and submit to Celeste

Karen Wainscott shared the summary of the BOD Retreat and proposed BOD Goals

Shaddock provided the Communications and Fund Development Committee update

Celeste provided an update on COVID 19

Celeste provided an update on Conflict Free Case Management and Case Management Redesign

Celeste 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 8:45 AM and seconded (Roesler/Shaddock) motion carried

Upcoming Events/Meetings:

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



08/13/2020