

Kids Central Incorporated

Board of Directors and Policy Council Meeting

June 25, 2013

The Board of Directors and Policy Council of Kids Central Incorporated met June 25, 2013 at Kids Central's Administration Office for the annual meeting of the Corporation. Thomas Williams, Board of Directors Secretary, called the meeting to order at 11:15 a.m. Mike Standifur, Policy Council Chairperson, called the meeting to order at 11:15 a.m.

Board Members present: George Aichel, Karen Davis, Bill Dotson, Shirley Rogers, and Thomas Williams

PC Members Present: Cassandra Cline, Carolyn Mullins, Willie Wood, Lisa Meade, and Mike Standifur

Staff present: Darrell Edwards, Christy Fleming, Paula Bates, Terry Gentry, Tammy Mullins, Leslie Graves, Junior Rose, and Sandra Harvey

Others present: Ms. Patsy King (Foster Grandparent)

Board of Directors Minutes:

Thomas Williams presented the minutes of the previous Board meeting (May 22, 2013). With no comments or corrections, **George Aichel made a motion to accept the minutes as presented. Bill Dotson seconded the motion. Motion carried.**

Policy Council Minutes:

Mike Standifur presented the minutes of the previous Policy Council meeting (May 8, 2013). With no comments or corrections, **Cassandra Cline made a motion to accept the minutes as presented. Carolyn Mullins seconded the motion. Motion carried.**

Finance Report

Christy Fleming reported that the financial statements for May are not completed due to working on closing out the year and preparing for the annual audit. She presented the monthly check register along with Wal-Mart and Lowe's monthly statements. She stated that it was recommended by our Fiscal Specialist from Philadelphia that we present copies of credit statements to the Board of Directors and the Policy Council on a monthly basis. Christy also reported that we do have some expenses that were incurred in May but will be paid in June. Payroll in May was \$124,000 and payables were \$146,000.

Policy Council Finance Report

The Policy Council account began the month of June with \$1,039.04. \$168.31 was paid out for travel and child care expenses, leaving a balance of \$870.73.

Willie Wood made a motion to accept the Policy Council financial report as presented. Cassandra Cline seconded the motion. Motion carried.

OLD BUSINESS

- Virginia State Policy Security Assessment. A security assessment of our centers has been in progress since February. The Virginia State Police conducted a survey of each center

and summarized its strengths and weaknesses dealing with security and give suggestions on what should be done to increase security. A public service announcement was written by Darrell Edwards and submitted to the local newspapers. Due to printing space, the newspaper did not print the entire article stating our thanks to Sgt. Conroy and the Virginia State Police. We would like to take this time to thank the Virginia State Police, Sgt. Conroy, and his officers for their hard work on this project. (A copy of the Coalfield Progress article is attached).

- Non-Competitive Grant Designation. We have received preliminary approval for a five (5) year non-competitive grant. This status is due to our previous federal review in which we had no non-compliance issues.
- Amended 2013-2014 Operations Budget. Due to sequestration cuts, Christy had to prepare and submit an amended budget for 2013-2014. This budget was presented to the Board at the last meeting and was approved for submission. This amended budget has been approved by our grant funders in Philadelphia.
- Pound Center. Work has begun on the Pound Center. Mike Standifur from the Policy Council and Thomas Williams from the Board of Directors have volunteered to help work on the center with the maintenance crew. The Regional Office has approved us giving the old mobile unit to Wise County Schools. We will remove all fixtures and the heat pump from the unit before turning over the ownership.
- Buses. Using grant funds from U.S.D.A. Rural Development, Kids Central has ordered two (2) new school buses from Sonny Merryman. These buses will be manufactured in August and have a possible delivery date of September.

NEW BUSINESS

- Personnel Actions. Sandra Harvey reported the following personal actions:
 - Tesha Stallard – Promoted from EHS Caregiver to EHS Lead Caregiver at Esserville
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 - Rebecca Bolling – Hired as Health Services Specialist
 - Angela Ramey – Hired as a Classroom Assistant/Driver at Wise
 - Sheila Combs – Hired as an EHS Caregiver/Driver at Esserville
 - Karen Bohnert – Hired as an Assistant/Cook/Housekeeper at Appalachia
 - Amber Mullins – Promoted to Family Advocate
 - Vernon Rose, Jr. – Promoted to Nutrition Services Specialist
 - Laura Mullins – Resigned from Family Advocate Position
 - Mary Collins – Resigned from Nutrition Services Specialist position (Retired)

Board of Directors: Karen Davis made a motion to approve the above list of personnel actions. Shirley Rogers seconded the motion. Motion carried.

Policy Council: Carolyn Mullins made a motion to approve the above list of personnel actions. Willie Wood seconded the motion. Motion carried.

- Written Plans. Tammy Mullins presented updated written plans to the Board of Directors and Policy Council members. She stated that there were very few changes. Education updates include field trip procedures, and School Readiness Action. Mental Health updates include in-house referrals.

Board of Directors - George Aichel made a motion to approve the Written Plans as presented. Bill Dotson seconded the motion. Motion carried.

Policy Council – Cassandra Cline made a motion to approve the Written Plans as presented. Willie Wood seconded the motion. Motion carried.

- Attendance. Terry Gentry reported that our attendance for May was at 86.53%.

NOMINATIONS OF BOARD MEMBERS

The following have been nominated to serve on Kids Central's Board of Directors:

- Mike Standifur – Nominated by Thomas Williams

Darrell Edwards asked if there were any other nominations at this time. With none, Darrell asked for a vote to accept Mike Standifur as a member of Kids Central's Board of Directors. All members present voted to accept Mike Standifur as a member of Kids Central's Board of Directors.

INSTALLATION OF MEMBERS FOR 2013-2014

Darrell Edwards presented the proposed list of members of the 2013-2014 Board of Directors:

Teresa Adkins	David Belcher	Harry Childress
Karen Davis	Bill Dotson	Mary Hagy
Edward Hutchinson	Ronald Kendrick	Sister Bernie Kenny
Fred Luntsford	Shirley Rogers	Mike Standifur
William Sturgill	Thomas Williams	

Darrell read the following oath:

“You have been elected to the Board of Directors of Kids Central to uphold the highest standards and to execute stewardship of this corporation. As such, this oath is to affirm that you do solemnly pledge that you will faithfully execute the duties of Board member of Kids Central for the 2013-2014 fiscal year. If you agree, please affirm by saying I will.” The following affirmed their oath:

Karen Davis	Bill Dotson	Thomas Williams	Shirley Rogers
Mike Standifur			

**Teresa Adkins, David Belcher, Harry Childress, Mary Hagy, Ed Hutchinson, Ronald Kendrick, Sister Bernie Kenny, Fred Luntsford, and Will Sturgill were absent.

INSTALLATION OF BOARD OF DIRECTORS OFFICERS FOR 2013-2014

Darrell Edwards presented the proposed list of Officers for 2013-2014:

President	Will Sturgill
Vice-President	Karen Davis
Secretary	Thomas Williams
Treasurer	Harry Childress

Darrell read the following oath:

“You have been elected to the important positions in the administration of Kids Central. This is an indication of the Board of Directors esteem and confidence in all of you. We also believe you will uphold the high standards and traditions of our organization, that you will give the best of your executive ability to the furtherance of the interest of Kids Central to serve the needs of children and families, and to carry out the mission of Kids Central Incorporated. If you agree, please affirm by saying I will.” The following affirmed their oath:

Karen Davis and Thomas Williams acknowledged the oath.

** Will Sturgill and Harry Childress were absent

2012-2013 AWARDS

Mike Standifur presented the Policy Council members with awards in appreciation for their dedication and service to the Policy Council.

Thomas Williams presented the Board of Directors with awards in appreciation for their dedication and service to the Board of Directors.

A long standing Board member, George Aichel has chosen not to return to serve on our Board of Directors. In token of appreciation for all his years of service to Kids Central, Darrell presented Mr. Aichel with a Kids Central polo shirt. Mr. Aichel spoke about his years on the Board and wished the company well and stated that it had been a blessing to serve for such a fine organization with such wonderful people.

Darrell Edwards presented the 2012-2013 awards:

Donald Baker Leadership Award.....	Will Sturgill
Policy Council In-Appreciation Award.....	Randy Chisenhall and Cassandra Cline
Community Service Award	Mike Dotson (PFG Hale)
Volunteer Service Award.....	Patsy King (Foster Grandparent at our Appalachia Center)
Kids Central Staff Award	Mary Collins

Mike Standifur reminded everyone about the Policy Council social on July 20th at the Bear Pen Recreation Area in Clintwood.

NEXT MEETING

The next Policy Council meeting will be held on Wednesday, August 14, 2013 at 11:00 a.m. at Kids Central's Administration Office.

The next Board of Directors meeting will be held on Tuesday, August 20, 2013 at 11:00 a.m. at Kids Central's Administration Office.

ADJOURNMENT

George Aichel thanked Darrell Edwards for his leadership and getting Kids Central where it is today. He stated that Kids Central is a respected organization and Kids Central's services are second to none.

With no further business, **Shirley Rogers made a motion to adjourn the meeting. Mike Standifur seconded the motion. Motion carried.** The meeting adjourned at 12:05 p.m.

Thomas Williams
Board of Directors Secretary

Samantha Bowens
Policy Council Secretary

Sandra Harvey, Recording Secretary