

Kids Central Incorporated Board of Directors Meeting August 21, 2012

The Board of Directors of Kids Central Incorporated met August 21, 2012 at Kids Central's Administration Office. Will Sturgill, Chairperson, called the meeting to order at 11:00 a.m.

Board Members present: David Belcher, Karen Davis, Bill Dotson, Edward Hutchinson, Ronald Kendrick, Sister Bernie Kenny, Fred Luntsford, Shirley Rogers, Will Sturgill, and David Yates

Staff present: Darrell Edwards, Christy Fleming, Paula Bates, Mary Collins, Terry Gentry, Lindsey Sturgill, Tammy Mullins, and Sandra Harvey

Minutes:

Will Sturgill presented the minutes of the last Board meeting (April 17, 2012) in absence of the Secretary. With no comments or corrections, **Edward Hutchinson made a motion to accept the minutes as presented. Sister Bernie Kenny seconded the motion. Motion carried.**

Sister Bernie Kenny took this time to introduce Martine Courvoisier to the Board members. She works with Fourth World and will be volunteering at the Clinchco and Clintwood centers when she returns from France in the fall. Everyone welcomed her to Kids Central.

Finance Report

Christy Fleming presented the Board members with a copy of May, and June's financial statements along with the check registers. Payables for the month of May were large due to purchasing supplies for the classrooms. We have received everything we purchased from the fiscal year ending May 31st except the cars. The Chevrolets are on backorder.

Our audit is now complete, and Jim Fern will attend September's meeting to present the audit report.

Our enrollment renewal for health, medical, life, and short-term disability insurance is September 1st. This year, if we had stayed with the exact medical insurance policy we had, our increase would be 7%. However, if we raised our out of pocket maximum from \$3,500 to \$4,000, and changed our dental, life, and short-term disability coverage to United Healthcare, we will save approximately \$5,659 per year. We will change our Vested Health to allow any employee who meets the \$4,000 out of pocket maximum to use the additional \$500 to cover the difference they will have to pay. In order to make this change, we will need to send Harleysville Insurance a letter dropping their life and short-term disability policies effective September 1st.

Christy presented the Board members with an option of using the money we will save from the changes in the insurance to give staff members a one-percent (1%) raise. The raise will cost approximately \$16,000 less the \$5,659 and she sees no problem in covering this amount in the budget.

David Yates stated he would like Christy to request a usage analysis for our health insurance every quarter. Fred Luntsford stated that usually these analyses are given annually. David would like to see what is increasing our medical insurance, age of staff, amount of usage by employees, etc. Fred Luntsford offered Christy the option of researching Local Choice. They

are a medical provider that insurance agents usually do not inform clients about. The Town of Appalachia has changed to Local Choice and they have saved money on their medical insurance premiums.

Will Sturgill asked if the Board would like to have an insurance committee look into the options for insurance next year. This is something that can be done prior to the September 1 renewal.

David Yates made a motion to not renew our life insurance and short-term disability with Harleysville and to send them a letter stating we will not renew those policies. Sister Bernie Kenny seconded the motion. Motion carried.

Shirley Rogers made a motion to purchase medical, dental, life, and short-term disability insurance coverage through United Healthcare effective September 1st. Fred Luntsford seconded the motion. Motion carried.

Karen Davis made a motion to approve the 1% raise for staff effective the first paycheck in September. Shirley Rogers seconded the motion. Motion carried.

Ronald Kendrick made a motion to form an insurance committee. Sister Bernie Kenny seconded the motion. Motion carried.

OLD BUSINESS

- Triennial Review. Darrell Edwards reported that our triennial review went very well. We received our letter stating they had no findings during this review. They focused on Kaseyville and were very pleased with what they saw. We are the only program with a learning center for our children and we are very proud of that fact. Reviewers got to see firsthand the good relationships between the Board, Policy Council and Staff.

NEW BUSINESS

- School Readiness Goals. Tammy Mullins presented the Board members with a copy of the updated School Readiness Goals. She reported that Head Start recommended that our Head Start and Early Head Start goals be shortened, so we updated and combined these goals. **Bill Dotson made a motion to adopt the School Readiness Goals as presented. Shirley Rogers seconded the motion. Motion carried.**
- Personnel Actions. Sandra Harvey presented the following personnel actions:
 - Melissa Adams – Hired as an Assistant/Cook/Housekeeper at Esserville
 - Tisha Dorton – Hired as a Substitute (4 hours per day at Appalachia EHS)
 - Nancy Woods – Hired as Classroom Assistant at Esserville
 - Audrey Green – Hired as a Teacher at Coeburn II
 - Sharon Bloomer – Hired as a Classroom Assistant at Hawthorne
 - Jacinda Moore – Hired as a Classroom Assistant at Pound
 - Kimberly Green – Hired as a Substitute
 - Brittany Stanley – Hired as a Bus Monitor for Clintwood I and II
 - Debora Hampton – Hired as a Bus Monitor for Pound
 - Carl Robinson – Hired as a Bus Driver for Appalachia II and Monte Vista
 - Diana Mullins – Hired as a Classroom Teacher at Ramsey
 - Ashley Wells – Hired as Classroom Assistant at Esserville
 - Sharon Bloomer – Transferred from Classroom Assistant to Teacher at Hawthorne

- Kimberly Gilliam – Transferred from Substitute to Classroom Assistant at Hawthorne

Sister Bernie Kenny made a motion to approve the above personnel actions. Shirley Rogers seconded the motion. Motion carried.

MONTHLY UPDATES

- Enrollment/Attendance. Terry Gentry reported that we continue to be fully enrolled and have been accepting applications for the upcoming school year. Attendance for the month of July was 76.61%, which is actually good considering July is usually when people take family vacations.

FOR THE GOOD OF KIDS CENTRAL/COMMENTS

Darrell reported that all children in the Head Start program will be attending Animal Magic November 7th and 8th. Darrell thanked Fred Luntsford for the information. The show interacts with the children and gears towards the age group of the audience. Night showings will be available for the general public.

Tammy Mullins explained that she, Lindsey Sturgill, and Terry Gentry, have been trying to think of ways to motivate staff members. They have planned four (4) competition contests for the staff that will run from September through March. The winners of these contests will get to dunk an administration staff member of their choice in the dunking booth. Second place winners will be able to throw a pie in an administration staff member's face at the end of the year blast.

David Yates asked if Kaseyville has increased parent attendance. Tammy reported that it has increased attendance during family days and some parents do attend Kaseyville with the children.

CLOSED SESSION

Ronald Kendrick made a motion to go into closed session as provided by Section 2.2-3711(a)(1) of the Code of Virginia for discussion of a personnel matter. David Belcher seconded the motion. The Board entered into closed session.

Fred Luntsford made a motion to end the closed session and reconvene in public session. Edward Hutchinson seconded the motion. Motion carried.

Certification of Closed Session: Do you certify that only those matters lawfully exempt from public discussion, pursuant to Section 2.2-3711(a)(1) of the Code of Virginia for which you went into the closed meeting to discuss were discussed? Sandra Harvey polled the members:

David Belcher – Yes
 Shirley Rogers – Yes
 Ronald Kendrick – Yes
 William Sturgill – Yes
 Bill Dotson – Yes

Sister Bernie Kenny – Yes
 Edward Hutchinson – Yes
 Fred Luntsford – Yes
 Karen Davis – Yes
 David Yates – Yes

NEXT MEETING

The next meeting of the Kids Central Board of Directors will held on September 18, 2012 at 11:00 a.m. at the Kids Central Administration building.

ADJOURNMENT

With no further business, **David Yates made a motion to adjourn the meeting. Edward Hutchinson seconded the motion. Motion carried.** The meeting adjourned at 12:00 p.m.

Thomas Williams
Board of Directors Secretary

Sandra Harvey
Recording Secretary