

## **Board Meeting 2/23/2015**

**New Beginnings Enterprises, Inc.**

**Location: New Beginnings Board Room – Neodesha**

**Board Member Attendance:** Jim Hogan, Larry Moore, Teresa Kirkpatrick, Rochelle Chronister, Janet Rash, Delbert Lampson, Joanie Cain, Kylee Beck, and Annie Blankinship

**Board Members Absent:** Rachel Clasen

**Staff Member Attendance:** Joe O'Rourke, Martha Heffron, and Tara Cunningham

**Staff Member Absent:** Kirbie Hutchinson

### **I. Routine**

**A. Call to Order** – The meeting was called to order by Chairman Hogan at 5:05 PM.

**B. Notice of Quorum** – A Quorum did exist.

**C. Approval of Minutes** – No minutes from January 26<sup>th</sup> meeting. Quorum did not exist.

### **D. Changes to the agenda**

**No changes.**

### **II. Business and Finance**

Rochelle Chronister read the January financials.

***Action Item:** Larry Moore made a motion to accept the January financials as presented. The motion received a second from Kylee Beck. The Board approved unanimously.*

### **III. Operations Report**

#### **A. Operations Reports for February**

Tara Cunningham presented the December, January and February CDDO monthly reports. Ninety-three individuals currently being served in the CDDO area. Joint TCM trainings with TVDS, CDDO of SEK, and each MCO occurring. Discussion of identifying best practices. Martha Heffron presented information on summary of activities at all 3 sites and invite to upcoming St. Patricks Day Party. A great deal of sickness at all 3 sites in January. Joe O'Rourke, Director of Case Management, discussed January totals. January income was \$6,985.35; net decrease of \$768.93 when compared to December total income. Summarized Human Resources January monthly report submitted by Donna Schoonover, Director of Human Resources. January 2015 totals: 2 new hires (1 PT and 1 PRN), 0 resignations, 1 terminations (fired or quit w/o notice), 0 promotions and 0 status changes (0 PT to FT, 0 FT to PT). Forty-two total employees. Docu-Shred Program collected 4,968.00 lbs. in January (4,468.00 lbs billable; 500.00 lbs non-billable). Two paper bales; 10 cardboard currently in storage.

#### IV. Old Business

**A. Update on E-Vote – Joe O'Rourke**

**Discussion**

January's Board meeting did not have a quorum. Sent out an E-Vote with 4 items to be approved. All 4 issues were approved: (approval of NBE and Elk County Financials for November and December; approval of Audit Report from Yerkes and Michels; automobile purchase, and action on unpaid transportation. Per By-Laws, Article 5, Section 4c., business may be conducted electronically between scheduled meetings and any such activity will be recorded under old business at the next scheduled meeting.

**B. Unpaid Transportation Update – Joe O'Rourke**

**Discussion**

Did receive money owed for January including monthly payment and additional funds to reduce existing debt. Will monitor February payment.

**C. Eureka Roof Update – Joe O'Rourke**

**Discussion**

Boran Roofing from Iola came over and did a patch on spot that is leaking in Eureka. Inspection of roof identified minor wind damage. Roof repaired. Will monitor after next rain storm or snowfall.

#### V. New Business

**A. Handyman Hourly – Joe O'Rourke**

**Discussion**

Periodic building projects come up that can be completed by NBE personnel. Looking at hourly rate of \$10-20 per hour compensation. Board would like to notified of project and estimated cost.

**B. Bedbug Problems – Joe O'Rourke**

**Action**

Both Rankin and Brentwood have Bedbugs. Bid from CPR Pest Control to do both houses is \$1,800.00. This is unbudgeted and will need approval from the Board.

**Action Item:** Rochelle Chronister made a motion to approve cost of spraying Rankin and Brentwood for Bedbugs. The motion received a second from Joanie Cain. The Board approved unanimously.

**C. Health Home Policies - *Joe O'Rourke***

**Discussion**

Approval of Health Home policies.

**VI. Adjournment**

The Board adjourned at 6:05 pm. Rochelle Chronister made a motion to adjourn and was seconded by Janet Rash.

**Respectfully Submitted by:** \_\_\_\_\_

**Rochelle Chronister, Secretary/Treasurer**