

C-SCDC
BOARD OF DIRECTORS
MEETING MINUTES
October 23, 2014

The C-SCDC Board of Directors met October 23, 2014 at the main C-SCDC office. A quorum was present. Duane Moore was introduced. Chairperson Tim Hodges asked for Board approval to seat Duane Moore as a new Board member. Gene Bell made the motion to approve. Elaine Stanfield seconded. Motion carried. Tim Hodges gave the invocation and everyone had dinner.

When the meeting resumed Tim asked for approval of the September 25, 2014 meeting minutes. Kevin Nickson made the motion to approve the minutes. Chris Keith seconded. Motion carried.

Gina Slusher presented the 4th Quarter year-end ROMA outcomes. Gina noted that all of the variances were for exceeding by 20% of the planned number. Abbie Cox made the motion to approve the results. Elaine Stanfield seconded. Motion carried. Gina then told the Board she had learned of other areas we could be reporting and would like Board approval to amend the FY 2015 ROMA planned outcomes. Ginny Wright made the motion to approve the amended outcomes. Abbie Cox seconded. Motion carried.

Executive Director Reports:

Mark Whitmer presented the results of four monitoring reports. The Child Care Food Program had two findings. One was the calculations for the milk was incorrect and the second was the enrollments for a center were not current. C-SCDC has submitted a corrective action plan and paid back the reimbursement the center had received. The Summer LiHEAP monitoring report had no findings. The USDA Self Help program had a quarterly review in which the progress made in marketing the program was discussed. One client's appeal had been decided in favor of the client and that application can now proceed. The review of C-SCDC as a HUD approved housing counseling agency has been completed. C-SCDC has passed the review and

we can continue to be a housing counseling agency for another three years. Mark asked for approval of the program monitoring reports. Gene Bell made the motion to approve. Shirley Fort Lee seconded. Motion carried.

Mark told the Board that he had received notification from the City that the plans for the new offices have passed the review process and he can now get the building permit. Mark stated the final version of NeighborWorks' review of C-SCDC shows us retaining a "strong" rating. This is up from the preliminary rating of satisfactory.

Finance:

Darlene Hill covered the financial report for September in detail, highlighting many of the programs and what condition they are in. Darlene also covered the in-kind report for September.

Weatherization:

Debbie Biggs reported 22 jobs were completed in September. The increase in production was to try and help AEO get the FY 2013 LiHEAP funds spent.

Food Bank:

Ted Clemons reported that during September, 638,437 pounds of food were received and 565,222 pounds were distributed. This puts the food bank on track to exceed seven million pounds for the year. Ted said the current location received water damage during the last storm and the insurance adjuster had toured the building to see the damage.

Child Care Food Program:

There were nine active centers and 21 active homes for the month of September with a total of 1,579 children enrolled.

Dental Clinic:

In September, nine clinics were held with 152 patient visits. Thirty-five dentists and support staff volunteered their time to the clinic. Eighteen patients received oral cancer screenings and 250 people attended the Tooth Fairy Program.

Homeownership and Asset Development Center:

In September, three workshops were held with 53 people attending. Four Mutual Self Help homes are under construction. Six emergency repair jobs were completed. Two ADFA Rehab/Reconstructs were completed and three are underway. Karen told the Board that pursuing the 501(c)4 would be time consuming. The Fort Smith Housing Authority has a 501(c)3 that was created for CHDO housing and has offered it to C-SCDC for the IRS filing amount of \$500. The current Board would resign and be replaced by members of our choosing. Mark and Karen said with funding rounds closing in this would be a good option to pursue and asked for Board approval to obtain the 501(c)3 from the Fort Smith Housing Authority. Elaine Stanfield made the motion to approve the 501(c)3 acquisition. Ginny Wright seconded. Motion carried. LaToya Campbell asked for Board approval to submit three grant applications. The funds will be used as matching funds for the Assets for Independence IDA grant. The applications will be sent to State Farm Insurance (\$8,000), United Way (\$20,000) and Coca-Cola (\$50,000). Gene Bell made the motion to approve the submission. Abbie Cox seconded. Motion carried.

Mark asked for approval of the program reports. Elaine Stanfield made the motion to approve. Kevin Nickson seconded. Motion carried.

Tim told the Board the next meeting would be December 11, 2014.

Meeting adjourned.

Secretary Patricia Free

Date

BOARD PRESENT

1. Gene Bell
2. Becky Prescott
3. Shirley Fort Lee
4. Duane Moore
5. Kevin Nickson
6. Tim Hodges
7. Elaine Stanfield
8. Chris Keith
9. Ling Ling Moorman
10. Delmi Sanabria
11. Abbie Taylor Cox
12. Ginny Hales Wright

BOARD ABSENT

1. Judge David Hudson
2. Patricia Free
3. Charolette Tidwell
4. Tricia Watson

STAFF PRESENT

1. Mark Whitmer
2. Carol Jenkins
3. Darlene Hill
4. Debbie Biggs
5. Gina Slusher
6. Ted Clemons
7. Karen Phillips

GUESTS PRESENT

1. LaToya Campbell