

# Crawford-Sebastian Community Development Council, Inc.



"A COMMUNITY ACTION AGENCY"  
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## C-SCDC BOARD OF DIRECTORS MEETING MINUTES April 24, 2014

The C-SCDC Board of Directors met April 24, 2014 at the main C-SCDC offices. A quorum was present. Kris Warren, compliance officer for Feeding America, and Roy Jones with the Russ Reid Co. were introduced as guests. State Representative George McGill introduced Charlotte Tidwell. Ms. Tidwell will serve as Mr. McGill's representative to the board. Chris Keith gave the invocation and everyone had dinner.

When the meeting resumed Roy Jones presented the Russ Reid Company's fundraising plan for the River Valley Regional Food Bank. Roy showed a three year cost with net and gross amounts that could be generated. Discussion followed regarding the return on investment if the food bank utilized Russ Reid to conduct the fundraising. A decision was made to gather more information from the food bank network and the food bank's in-house mailings before making the decision on whether or not to use the Russ Reid Company's services.

Kris Warren, compliance officer for Feeding America, gave his report on the compliance audit he had completed earlier in the day. Kris told the Board that the food bank was in compliance, but that there are some areas that require action.

Kris said to focus attention on moving into the Zero Street property before the July, 2015 date in our strategic plan. Another area addressed was increasing the number of staff at the food bank. Kris, when asked, said that the food banks that use an outside fundraising company do receive more funds than those who use in-house mailouts.

Chairperson Tim Hodges asked for approval of the March 27, 2014 Board meeting minutes. Gene Bell made the motion to approve the minutes. Karen Pearson seconded. Motion carried.

Gina Slusher presented the 2<sup>nd</sup> Quarter ROMA report. During the second Quarter we exceeded seven outcomes by more than 20% and had one outcome that did not meet the 80% threshold. Kevin Nickson made the motion to approve the report. Karen Pearson seconded. Motion carried.

Mark told the Board that Steve Sharum, the attorney for H.C. and Shirley Crain, had contacted him and needed a Board Resolution stating the acceptance of the gifted property at 2920 South Zero Street. Mark read the resolution that had been prepared. Gene Bell made the motion to adopt and approve the resolution. Elaine Stanfield seconded. Motion carried.

The following grant applications were presented for approval:

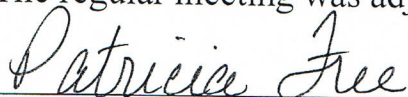
Emergency Solutions Grant funded by HUD through DHS; \$96,120 for the Rapid Rehousing portion and \$16,199 for the Homeless Prevention portion. Elaine Stanfield made the motion to approve the submission of the application. Shirley Lee seconded. Motion carried.

NeighborWorks America; \$10,000 for Green program development pursuing Green Organization status within two years and \$225,000 for a three year grant for expansion of services or geography. Expansion will be into rental housing and geography will be used to explore the expansion into Oklahoma. Seven slots to upcoming NWA trainings are also included. Elaine Stanfield made the motion to approve the submissions. Patricia Free seconded. Motion carried.

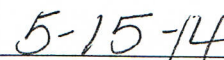
The FY 2015 Community Services Block Grant (CSBG) application is due July 1st. The figure that is normally used is what we end the year with and we are ending FY 2014 at \$348,640. Gene Bell made the motion to approve the submission. Karen Pearson seconded. Motion carried.

Tim told the Board the next meeting is scheduled for May 22<sup>nd</sup>. This date conflicts with a NeighborWorks America conference and the ACAA conference, which a number of staff will be attending. Discussion followed on possible meeting dates that were convenient to all. It was decided to hold a meeting between May 5<sup>th</sup> and 12<sup>th</sup>. The Board members will be notified of the date when it is decided.

The regular meeting was adjourned and the Executive Session was convened.



Secretary Patricia Free



Date

## BOARD PRESENT

1. Chris Keith
2. Kevin Nickson
3. Becky Prescott
4. Tim Hodges
5. Elaine Stanfield
6. Gene Bell
7. Patricia Free
8. Shirley Fort Lee
9. Ling Ling Moorman
10. Delmi Sanabria
11. George McGill
12. Tricia Watson
13. Karen Pearson

## BOARD ABSENT

1. David Rogers
2. Abigail Taylor Cox
3. Judge David Hudson

## STAFF PRESENT

1. Mark Whitmer
2. Darlene Hill
3. Ted Clemons
4. Gina Slusher

## GUESTS PRESENT

1. Charlotte Tidwell (Rep. for George McGill)
2. Kris Warren (Feeding America)
3. Roy Jones (Russ Reid Co.)

C-SCDC  
BOARD OF DIRECTORS  
MEETING MINUTES  
May 8, 2014

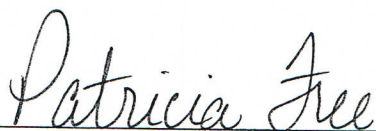
The C-SCDC Board of Directors met at 5:30 p.m. May 8, 2014 at the main office. A quorum was present. Tim Hodges welcomed everyone and called the meeting to order.

Mr. Whitmer discussed the fundraising data that he sent to the Board members from the Russ Reid Company. Elaine Stanfield made a motion to approve an agreement with the Russ Reid Company; Gene Bell seconded the motion. No one voiced opposition and there was no further discussion. Motion carried.

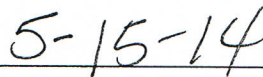
Mr. Whitmer then discussed the donated building on South Zero Street. He informed the Board that there are no restrictions on the Agency's administration of the property and that there is a choice between a 4% cash fee and a 10% management fee if leased.

Elaine Stanfield made a motion to approve the implementation the 10% management fee with the management company. Shirley Fort Lee seconded the motion. There was no further discussion. Motion carried.

The meeting was adjourned at 5:45. The next meeting is scheduled for June 26, 2014.



Secretary Patricia Free



Date

5. David Rogers

BOARD PRESENT

1. Tim Hodges
2. Shirley Fort Lee
3. Elaine Stanfield
4. Karen Pearson
5. Patricia Free
6. Kevin Nickson (Rep. for Sheriff Bill Hollenbeck)
7. Judge David Hudson
8. Chris Keith
9. Tricia Watson
10. Gene Bell
11. Delmi Sanabria
12. Becky Prescott

GUESTS PRESENT

STAFF PRESENT

1. Mark Whitmer
2. Gina Slusher

BOARD ABSENT

1. Abigail Cox
2. Ling Ling Moorman
3. Judge John Hall
4. Rep. George McGill