

# Mid-Columbia Children's Council, Inc.

## Board Meeting

Location: 1100 E. Marina Way, Suite 215

Hood River, OR 97031

August 2, 2018

**Board Members:** Warren Anderson (PC Chair) Kim Granville Taylor  
Becca Sanders Bud Lacey  
Joella Dethman Tad Connors

**Absent:** Arleigh Laney

**Staff:** Paul Runyon Freddy Gonzalez  
Doreen Hotchkiss Lucretia Brown  
Amy Phelps-Oakley

**Guests:** Stacy Short (Auditor on phone) Minutes Taken By: Joella Dethman

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### Bud Lacey, MCCC called meeting to order

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Discussion: 5:43 p.m. meeting called to order, quorum established.

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### Item: Additions and Deletions to Agenda

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Action: Tad Connors moved to approve the agenda as presented. Kim Granville Taylor seconded it. Motion was approved unanimously.

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### Item: Minutes – July 12, 2018

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Discussion: Minutes presented.

Action: Warren Anderson moved to approve the July 12, 2018 minutes as presented. Tad Connors seconded it. Motion was approved unanimously.

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### Item: Personnel Report & Hiring Report

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Discussion: Personnel & hiring reports were presented.

Action: Kim Granville Taylor moved to accept the personnel and hiring reports as presented. Tad Connors seconded it. Motion was approved unanimously.

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### Item: Treasurer's Report and Credit Card/In-Kind:

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Discussion: Finance Committee reviewed and recommends BOD to approve the:  
• April 2018 financials, June credit card and in-kind reports

Action: Tad Connors moved to approve the April Financial reports, June credit card and in-kind reports as presented.  
Kim Granville Taylor seconded it. Motion was approved unanimously.

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### Item: Year End Audit November 30, 2017

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Discussion: Finance Committee reviewed the November 30, 2017 Year End Audit report as presented. There were four Audit findings – all below the threshold to be considered material. Stacy asked the staff leave for a few minutes so she could report to the board.

Action: Tad Connors moved to go to executive session for board to talk to Stacy privately. Kim Granville Taylor seconded. Motion was approved

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|             | unanimously. (6:25 pm). Meeting went back to regular session at 6:49.   |
| Action:     | Warren Anderson moved to approve the yearend audit report as presented. Kim Granville Taylor seconded it. Motion was approved unanimously.  |
| Item:       | <b>Old Business: Fund Raising &amp; Recruitment Committee</b>   |
| Discussion: | Fund Raising: No report.<br>Recruitment Committee: No report  |
| Item:       | <b>New Business: 2018-19 OPK Continuation Grant Application</b>   |
| Discussion: | OPK Continuation Grant Application completed and ready to submit.   |
| Action:     | Becca Sanders moved to approve the 2018-19 OPK Continuation Grant Application as presented (same as last year). Tad Connors seconded it. Motion was approved unanimously.   |
| Item:       | <b>401K 5500 Submission</b>   |
| Discussion: | Ratify email of the 401K 5500 submission.   |
| Action:     | Tad Connors moved to ratify email as presented. Kim Granville Taylor seconded it. Motion was approved unanimously.  |
| Item:       | <b>Director's Report</b>  |
| Discussion: | Update as of July 12, 2018. <ul style="list-style-type: none"> <li>• Received notice of award for scope of service change (Tygh Valley)</li> <li>• Should receive COLA paperwork soon</li> <li>• UW social event July 24. Freddy looked great dressed in a suit and tie. Joella asked for a copy of the picture to be hung on the conference room wall.</li> <li>• The Carson classroom does NOT have to move as Insitu is not going to rent the building. The new lease will include kitchen space and we will have a reduction in food cost.</li> <li>• Discussion about a board retreat. Several scheduling problems. Paul will send out a doodle. Becca will work with Paul on strategic planning to be followed by board development.</li> </ul> |
| Action:     | Kim Granville Taylor moved to accept the Director's report as presented. Warren Anderson seconded it. Motion was approved unanimously.  |
| Item:       | <b>Recess</b>   |
| Action:     | Tad moved to recess the meeting and go into closed session. Warren Anderson seconded the motion. Motion was approved unanimously. (7:25 pm)   |
| Action:     | Tad Connors moved to reconvene the regular meeting. Kim Granville Taylor seconded the motion. Motion was approved unanimously. 7:30 pm.   |
| Discussion: | Congratulated Paul on a job well done. The board recommends Paul receive a 3% increase. Paul said with the addition of qualified new senior staff, he is now able to look at the big picture and planning.  |
| Action:     | Tad Connors moved to increase Paul's salary by 3% effective August 1, 2018. Warren Anderson seconded the motion. Motion was approved unanimously.   |

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| <b>Item:</b>   | <b>Adjourn Meeting</b>   |
| <b>Action:</b> | Tad Connors moved to adjourn the meeting at 7:33 p.m. Kim Granville Taylor seconded the motion. Motion was approved unanimously. |

**Next meeting: September 6, 2018**