

GateWay Counseling Center
Board of Commissioner's Meeting
October 20, 2015

Members Present: Terry Grubbs, Jessica Holman, Jimmy Garrett

Members Absent: Keri Hanselman Scott Cook, Ken Porter (excused) **Staff Present:** Charlie Stinson

- 1) Meeting called to order at 7:04 pm.
- 2) Agenda accepted with no additions. (Garrett/Grubbs)
- 3) Minutes from 9/14/15 were reviewed and approved. (Garrett/Grubbs)

- 4) Financial Report was given. Summary of revenue and expenses was presented. Overall agency is exceeding revenue and minimizing expenses. Details from the 1st Quarter of FY 2016 were presented. Overall agency revenue is exceeding expenses by \$17, 244. Stinson noted that we will have significant expenses in October for office furniture and painting, but that these expense were budgeted for and that we expect to use some of the fund balance created in FY 2015 to pay for these needed capital improvements.

- 5) Director's report: Stinson noted a strong first quarter of FY 2016. It was noted that assessments have increase by 20% this quarter versus the 1st quarter in FY 2105 (154 versus 127). This was attributed to both work ethic and the walk in assessment process implemented last year. The Client Satisfaction Report we presented for the 1st quarter and was excellent in all areas. DAODAS is to come for their annual site visit November 19th and the management team is preparing for that visit. Stinson also noted that GCC is preparing a grant proposal with LC4. A brief summary of the application was given for information.

- 6) Old Business:
 - a) Board Seminar: Stinson reviewed details of Board Seminar and discussed reserving rooms. Those present are planning to attend and those members not in attendance tonight will be called by Stinson to confirm so that reservations can be made. Stinson note that board members will received per diem and mileage as a check prior to the conference in an attempt to standardize expense and follow existing Policies and Procedures. Board Members will be given the details of the presentation at the conference and were encouraged to attend as many as they could.
 - b) Stinson completed final walkthrough with painting contractor and approved final payment. Board Members were shown the new paint colors. Overall the project was a success, with a Thank You card given to t the board by the GCC staff in appreciation for the improvements to the building.

- 7) New Business
 - a) Stinson presented a request for GCC staff to receive the Holiday bonus as given in previous years. The level of bonus is recommended to follow the last years structure. Stinson used the details form the director's report for his reasoning for receiving the bonus. With 50% of the Board in attendance a quorum was met and Board members in attendance voted all in favor, but for transparency Stinson will call other three members or wait for November 9th meeting for complete vote count for the record. Time frame for bonus would be Friday November 20, 2015

With no further business, meeting was adjourned at 7:45

Next meeting is set for November 9th at 7 pm

Respectfully submitted, Charles Stinson, Executive Director