

**GateWay Counseling Center**  
**Board of Commissioner's Meeting**  
**December 15, 2017**

**Members Present:** Jessica Holman, Terry Grubbs, Keri Hanselman

**Members Absent:** Jimmy Garrett, Ken Porter (excused) **Staff Present:** Charlie Stinson **Guest:** Leland Nelson

1) Call to order: in accordance with the Freedom of Information Act, notice of this meeting date, time, location, and agenda was posted in the lobby of GCC.

Stinson welcome the group to the meeting.

2) Approval/additions to agenda: Agenda was approved. Motion Homan, second Grubbs. All in favor.

3) Review/Approval of minutes: Minutes approved from 11/14/17. Motion Holman, second Grubbs. All in favor.

4) Financial Report

Stinson reported briefly that all targets were being met. Handout was given. Stinson reported that a more in depth report on the first 6 months of the fiscal year will occur at the Board Seminar.

5) Old Business

a) CARF: Scheduled for March/April 2018 now as January/February was too busy for CARF.

b) Board Seminar is confirmed for Thursday January 25-Sunday January 28<sup>th</sup>. All reservations are completed.

6) New business

None noted

7) Adjournment at 2:00 pm Motion Homan, Second Grubbs. All in favor.

Next meeting scheduled for February 13 as next month will be the Board Seminar.

Respectfully submitted, Charles Stinson, Executive Director

Approved by

  
Board Chair or designee

Date

2-13-18



GateWay Counseling Center  
 Profit & Loss by Class

July through November 2017

6:58 PM  
 12/12/17

Accrual Basis

	1000 - Admin	3001 - OPT	3499 - DSS	3801 - PEER (STR)	4001 - ADSAP	8001 - Prev	8013 - CAST Holder Project	9999 - Spread	TOTAL
Net Income	-1.96	27,284.20	-11,487.40	488.73	-4,118.44	2,309.76	-4,054.00	0.00	8,159.82

GateWay Counseling Center  
**Profit & Loss by Class**  
 November 2017

	1000 - Admin	3001- OPT	3409 - DSS	3801 - PEER (STR)	4001 - ADSAP	8001 - Prev	9999 - Spread	TOTAL
<b>Income</b>								
4100 - DAODAS								
4110 - Gambling	0.00	1,080.00	0.00	0.00	0.00	0.00	0.00	1,080.00
4113 - DAODAS Block Grant - Fed	0.00	39,016.00	0.00	0.00	5,508.00	17,870.00	0.00	62,394.00
4128 - Other Treatment	0.00	3,616.00	0.00	933.30	0.00	0.00	0.00	4,549.30
<b>Total 4100 - DAODAS</b>	<b>0.00</b>	<b>43,712.00</b>	<b>0.00</b>	<b>933.30</b>	<b>5,508.00</b>	<b>17,870.00</b>	<b>0.00</b>	<b>68,023.30</b>
4300 - Client Fees Paid								
4310 - Self Pay	0.00	4,080.00	0.00	0.00	4,020.00	0.00	0.00	8,100.00
4315 - Self Pay-Drug Screen	0.00	120.00	0.00	0.00	0.00	0.00	0.00	120.00
<b>Total 4300 - Client Fees Paid</b>	<b>0.00</b>	<b>4,200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,020.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,220.00</b>
4330 - Medicaid	0.00	2,525.16	0.00	0.00	0.00	0.00	0.00	2,525.16
4350 - Insurance	0.00	87.82	0.00	0.00	0.00	0.00	0.00	87.82
4360 - MCO	0.00	2,709.75	0.00	0.00	0.00	0.00	0.00	2,709.75
4400 - County Government								
4402 - Alcohol Excise Tax	0.00	0.00	1,541.53	4,091.39	10,848.86	8,789.27	0.00	25,271.05
<b>Total 4400 - County Government</b>	<b>0.00</b>	<b>0.00</b>	<b>1,541.53</b>	<b>4,091.39</b>	<b>10,848.86</b>	<b>8,789.27</b>	<b>0.00</b>	<b>25,271.05</b>
<b>Total Income</b>	<b>0.00</b>	<b>53,234.73</b>	<b>1,541.53</b>	<b>5,024.69</b>	<b>20,376.86</b>	<b>26,659.27</b>	<b>0.00</b>	<b>106,837.08</b>
<b>Expense</b>								
5100 - Personnel								
5010 - Permanent Personnel	5,558.34	23,784.38	0.00	2,412.20	5,285.36	4,984.38	0.00	42,024.66
<b>Total 5100 - Personnel</b>	<b>5,558.34</b>	<b>23,784.38</b>	<b>0.00</b>	<b>2,412.20</b>	<b>5,285.36</b>	<b>4,984.38</b>	<b>0.00</b>	<b>42,024.66</b>
5200 - Contractual Services - Pers								
5205 - Staff Contractual Services	0.00	7,774.50	0.00	0.00	0.00	0.00	0.00	7,774.50
<b>Total 5200 - Contractual Services - Pers</b>	<b>0.00</b>	<b>7,774.50</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,774.50</b>
5250 - Contractual Services								
5254 - Data Processing	207.55	689.81	0.00	122.09	177.03	146.52	0.00	1,343.00
5257 - Bank Service Charges	198.35	0.00	0.00	0.00	0.00	0.00	0.00	198.35
5258 - Contractual Services - Other	177.73	590.68	0.00	104.55	151.59	125.45	0.00	1,150.00
5260 - General Repair	140.64	467.41	0.00	82.76	119.95	99.24	0.00	910.00
5285 - Telephone	594.84	400.06	0.00	64.61	93.69	77.54	0.00	1,230.74
5290 - Utilities	26.67	88.65	0.00	15.69	22.75	18.83	0.00	172.59
5298 - HR Requirements	223.90	0.00	0.00	0.00	0.00	0.00	0.00	223.90
<b>Total 5250 - Contractual Services</b>	<b>1,569.68</b>	<b>2,236.61</b>	<b>0.00</b>	<b>389.70</b>	<b>565.01</b>	<b>467.58</b>	<b>0.00</b>	<b>5,228.58</b>
5300 - Supplies								
5301 - Office Supplies	132.17	439.27	0.00	77.75	112.73	93.30	0.00	855.22
5305 - Drug Screen Supplies	0.00	951.50	0.00	0.00	352.00	0.00	0.00	1,303.50
<b>Total 5300 - Supplies</b>	<b>132.17</b>	<b>1,390.77</b>	<b>0.00</b>	<b>77.75</b>	<b>464.73</b>	<b>93.30</b>	<b>0.00</b>	<b>2,158.72</b>
5400 - Fixed Charges								
5415 - Rent - Copier	213.85	710.73	0.00	125.79	182.40	150.95	0.00	1,383.72
5417 - Dues & Memberships	40.00	132.00	0.00	0.00	108.00	114.00	0.00	394.00
5418 - Insurance/Tort/Liability	273.08	907.60	0.00	160.64	232.92	192.76	0.00	1,767.00
<b>Total 5400 - Fixed Charges</b>	<b>526.93</b>	<b>1,750.33</b>	<b>0.00</b>	<b>286.43</b>	<b>523.32</b>	<b>457.71</b>	<b>0.00</b>	<b>3,544.72</b>
5500 - Travel								
5501 - Travel - Per Diem	0.00	483.89	0.00	0.00	0.00	72.36	0.00	556.25
5518 - Training (Registration Fees)	0.00	0.00	0.00	0.00	0.00	75.00	0.00	75.00
<b>Total 5500 - Travel</b>	<b>0.00</b>	<b>483.89</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>147.36</b>	<b>0.00</b>	<b>631.25</b>
5900 - Employer Contributions								
5910 - Fica Expense	196.10	1,800.11	0.00	273.47	396.50	341.82	0.00	3,008.00
5920 - Health Insurance	871.33	1,525.14	0.00	0.00	627.49	161.38	0.00	3,185.34

GateWay Counseling Center  
**Profit & Loss by Class**  
 November 2017

	1000 - Admin	3001 - OPT	3409 - DSS	3801 - PEER (STR)	4001 - ADSAP	8001 - Prev	9999 - Spread	TOTAL
5925 - Retirement	5,217.16	481.38	0.00	0.00	0.00	0.00	0.00	5,698.54
5950 - Contingency/Unemployment	-118.78	298.18	0.00	24.57	35.63	30.72	0.00	270.32
<b>Total 5900 - Employer Contributions</b>	<b>6,165.81</b>	<b>4,104.81</b>	<b>0.00</b>	<b>298.04</b>	<b>1,059.62</b>	<b>533.92</b>	<b>0.00</b>	<b>12,162.20</b>
6000 - Admin Services ( Reim)								
6010 - Admin Cost Distribution	-13,952.93	8,577.18	0.00	1,022.51	2,240.42	2,112.82	0.00	0.00
<b>Total 6000 - Admin Services ( Reim)</b>	<b>-13,952.93</b>	<b>8,577.18</b>	<b>0.00</b>	<b>1,022.51</b>	<b>2,240.42</b>	<b>2,112.82</b>	<b>0.00</b>	<b>0.00</b>
66000 - Payroll Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7000 - Admin Cost (Non-Reim)								
7010 - Admin Cost Dist- Non Reim	-1,093.00	671.89	0.00	80.10	175.50	165.51	0.00	0.00
<b>Total 7000 - Admin Cost (Non-Reim)</b>	<b>-1,093.00</b>	<b>671.89</b>	<b>0.00</b>	<b>80.10</b>	<b>175.50</b>	<b>165.51</b>	<b>0.00</b>	<b>0.00</b>
7100 - Other Expenses - Nonreimbursabl								
7110 - Employee Bonuses	1,093.00	2,202.13	0.00	100.00	634.25	598.12	0.00	4,627.50
7140 - Food - Non-Program Related	0.00	0.00	0.00	0.00	0.00	519.30	0.00	519.30
<b>Total 7100 - Other Expenses - Nonreimbursabl</b>	<b>1,093.00</b>	<b>2,202.13</b>	<b>0.00</b>	<b>100.00</b>	<b>634.25</b>	<b>1,117.42</b>	<b>0.00</b>	<b>5,146.80</b>
<b>Total Expense</b>	<b>0.00</b>	<b>52,976.49</b>	<b>0.00</b>	<b>4,666.73</b>	<b>10,948.21</b>	<b>10,080.00</b>	<b>0.00</b>	<b>78,671.43</b>
<b>Net Income</b>	<b>0.00</b>	<b>258.24</b>	<b>1,541.53</b>	<b>357.96</b>	<b>9,428.65</b>	<b>16,579.27</b>	<b>0.00</b>	<b>28,165.65</b>

