

## Kids' Harbor Board of Directors Meeting Minutes, September 18, 2019

Call to Order at 5:15pm

**Members present** – Executive Director Cara Gerdiman, Julia Hammond, Danna Bryant, Jerry Hawken, Carrie Judas, Mariah Swinker, Tammy Darnell

**Reading and approval of minutes** – Motion to accept as written made by Jerry, second by Carrie, all approved.

**Treasurers' Report** – No report. Cara added that the VOCA reimbursement is still outstanding.

### **Old Business -**

**Employee Handbook** – The process is still moving forward on the employee handbook.

**Stand by Time** – Cara has gotten with EA to review all the employee classifications. She asked for Board approval to reclassify the employee positions that need to be, the motion was made by Jerry to reclassify any employee positions that are deemed necessary. Seconded by Julia, all approved. With the reclassifications Cara can now institute Stand by Time for those employees who are on call.

While on the topic of employees, a discussion was had regarding the fact that effective January 1, 2020 the Federal government is mandating the new minimum salary will be \$35,380, up from the current \$23,000.

### **President's Report -**

Julia said she is going to recognize Cara at the annual dinner for her Missouri Kids First Standing with Children award. Also there will be a going away lunch for long time employee Janalee and Julia asked if board members would like to contribute to a gift for Janalee. All the board members present did contribute.

**Executive Director's Report** – Cara presented the ED report. Items were discussed as presented.

**Kids Helping Kids** – Dinner is this Saturday. All details are being finalized.

**Audit** – Scheduled September 26<sup>th</sup>, Cara is actively preparing.

**Legislative Visit** – State Representative Susie Pollock and Kids First Legislative Liaison Jessica Seitz will visit KH1 on September 27<sup>th</sup>. Any board members are welcome to attend.

**Staff Turnover** – We are currently trying to fill the following positions, Office Manager and LPN. A forensic interviewer has also resigned opening this position. Then dependent on the VOCA grant awards we will be searching for a Volunteer Coordinator and Parent Education Specialist.

**Child/Teen Safety Matters** – In September training began at School of the Osage and Vienna school districts. To date Tara has provided training to 324 children.

### Accomplishments

**PCCAN Grant** – KH was awarded the maximum grant at \$5,000

**Shootout Treasure Hunt/CatFest Auction** – final numbers are not available yet

**Sudsy Supper** – A very successful evening. Jessica Behle wrote a poem that was printed on canvas and auctioned off bringing \$2,000.

**Advanced Forensic Interviewer Training and Peer Review** – We hosted KidsFirst sponsored training for 35 interviewers from across the state.

### **What's Next**

**Accreditation** – the NCA reaccreditation visit is scheduled for October 16, 2020 at KH1.

**VOCA** – We continue to wait for the award notifications. The new grant cycle begins October 1<sup>st</sup>, 2019.

**Crossover Music Festival** – KH will be participating in this event and are featured as a supported charity.

**Upcoming Events** – listed and discussed. Next meeting was changed to October 29<sup>th</sup>, 5:00pm

Meeting adjourned at 6:03pm, Juliamade the motion, Tammy seconded, all approved.