



Wednesday, July 24, 2024
7:30 am
Kids' Harbor Classroom

Draft Board Meeting Minutes

Our mission at Kids' Harbor, Inc., is to provide coordinated response, healing, and prevention of child abuse.

1. **CALL TO ORDER:** by Tim Thompson at 7:38 am.
2. **APPROVAL OF AGENDA:** Motion to approve agenda as presented carried by Julia, 2nd by Laura, all in favor, no opposed.
3. **INTRODUCTION OF GUESTS / ATTENDANCE-**
Board Members Present: Ria Newcomb, Adam Slaughter, Julia Hammond, Jessica Bartholomew, Laura Nelson, Sherrie Williams, Tim Thompson

Board Members Absent: Shaun Hill, Kayla Hult

Staff and Visitors: Cara Gerdiman, Jennifer Darnell, Dave Shipp, Amanda Hatcher – Program Manager, Kaitlynn Markway – Prospective Board Member

A quorum was/was not achieved: A quorum was achieved.
4. **MISSION MOMENT** – Amanda Hatcher – Program Manager, presented a mission moment.
5. **APPROVAL OF MINUTES** – Review of previous minutes. Motion to approve the minutes as presented was made by Julia, 2nd by Ria; all in favor – no opposed.
6. **TREASURER'S REPORT-** Update provided by Adam. Discussion to potentially invest some of the money that is housed in the reserve accounts. The board would like to have further discussions surrounding what types of investments are available and any potential restrictions preventing the organization from investing. The treasurer will provide the Executive Committee with options to decide on at a later date. A motion to accept the treasurer's report was made by Julie, 2nd by Laura, all in favor – no opposed.
7. **OLD BUSINESS:**
 - a. Building Expansion Update – Project overview and update provided by Cara. The construction manager has provided a couple of changes to the plans to increase insulation/sound proofing around the interview rooms, reducing the sealed area in the parking lot to only those spots utilized by Kids' Harbor, the final addition is to furnish and install mirror opaque film on the windows to match the rest of the building and provide privacy for clients inside the building. The total increase for both projects is a little over \$3,100.00.
 - b. Bartlett West Invoice – Bartlett and West provided an invoice for pre-construction management for \$15,000. This was in negotiation as they decided they could not provide construction management services for this project and backed out of the contract. Bartlett and West has determined they did pre-construction work, therefore, this is the amount due. The board agrees to push back on the invoice a motion was made by Julia to send a responding email for further discussion and not pay immediately, 2nd by Jessica, all in favor – no opposed.



- c. Vehicle Purchase Update / Vehicle Policies – Kids' Harbor will be receiving three vehicle quotes to submit to grant providers with a budget revision to purchase vehicles. The board approved moving forward with the vehicle purchase. Upon reviewing the proposed vehicle policies, it was decided to add the following, to ensure the vehicles are cleaned at your own cost when eating/drinking in vehicle and must remove all when finished using the vehicle; not operating the vehicle while under the influence of any substance that may impair your ability to safely operate the vehicle; only Kids' Harbor employees allowed to travel in organization vehicles unless approved by the Executive Director. A motion to approve the policies with the provided revisions was made by Laura, 2nd by Julie, all in favor – no opposed.
 - d. Other Old Business- may go into Closed Session under RSMo. 610.021 (1) – Legal actions, causes of action or litigation involving public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys.
8. **NEW BUSINESS:**
 - a. Board Member Application – A motion to approve Katy as a new board member pending successful completion of background checks was made by Julie, 2nd by Jessica, all in favor – no opposed.
 - b. Communication – Communication preferences to reach out to board members, slack is the general mode of communication; reminder to allow notifications and check regularly.
 - c. External Committee Update – Kelly's Port Gala is this Friday. There is a silent auction, and tickets are being sold to the event at \$250 per person with \$50 going to Kids' Harbor.
 - d. Executive Director Report – Update provided by Cara. An overview of the Children Services Fund was provided for discussion as a potential funding source; additional information was requested.
 - e. Other New Business-may go into Closed Session under RSMo. 610.021(13) Individually identifiable personnel records, performance ratings, or records pertaining to employees.
9. **FOR YOUR CALENDARS:**
 - a. Scheduling next meeting – August 28, 2024, at 7:30am
 - b. Kelly's Port Gala - July 26
 - d. Lake of the Ozarks Shootout – August 21-25
10. **ADJOURNMENT:** Motion to adjourn was made, all in favor – no opposed.