

**Cape County Board for the Developmentally Disabled**

**Regular Meeting**

**6:30 p.m. Tuesday, August 9, 2022**

**Cape Girardeau Public Library, Cape Girardeau, Missouri**

Members Present: Dixie McCollum, Bill Ramsey, Traci Ritter, Karen Fornkahl, Tameika Morris, and Debra Followell.

Members Absent: Steve Naeter, Beth Emmendorfer, Julie Metzger

Regular Meeting was called to order at 6:30 by Treasurer Dixie McCollum.

Approve Agenda:

Motion to approve agenda made by Debra Followell; seconded by Tameika Morris. All approved.

Motion to approve July 12 meeting minutes made by Traci Ritter; seconded by Karen Fornkahl. All approved.

Public Comment:

John Lunardini, representative of Catholic Charities, presented a brief on two new programs they will be requesting funds to support in next funding cycle: DD Home Build Program and Employment Services. John discussed these program proposals and the intention of Catholic Charities to fill in some gaps for needed services in Cape Girardeau County.

John inquired about making changes to the current MOU SB40 board has in place with Catholic Charities. SB40 board will ask our attorney to review the MOU and make recommendations for changes.

Treasurer Report and Budget:

Dixie McCollum briefly discussed Thomas and Brown report received via email. One outstanding invoice has not been processed for B & B Media services. Dixie will follow up on why payment has not been received. She also reviewed budget handout and lead discussion for setting new budget for 2023. Dixie discussed talking with Pete Frazier about the accumulative General Ledger balances, restricted and non-restricted funds, and total expected revenues for 2022. Dixie presented figures outlining new money SB40 can expect for 2023. She discussed each line item in projected budget and the type of items and expenses that are covered under each line expenditure. The board determined the following amounts appropriate for the 2023 budget: Misc-\$15,000, VIP-\$468,750, CC-\$100,000, CTA-\$115,000, B&B-\$1500, Regency Management-\$0. Grant money budgeted-1.5 million, will be funded through reserve funds, some of which will come from restricted unexpended budgeted 2022 grant funds remaining in reserve and non-restricted funds of \$371,400. Motion to approve 2023 budget was made by Karen Fornkahl and seconded by Debra Followell. All Approved.

Dixie checked on outstanding Woods Insurance refund. Dixie stated the premium check sent for liability insurance was not processed. Dixie will follow up with Beth Bri regarding the unprocessed check.

Dixie read letter she will present this month to County Commission. SB40 is requesting tax rate for 2023 to remain at current rate of 0.0554.

First Reading of changes to by-laws and Date of appointments for board member terms:

Information was received from County Commissioners regarding a change a former CCBDD made at some time in the past to end board member term of service on December 31 instead of original term ending June 30 on year of term expiration. The board was informed the ending date of term could not be legally changed at the time this was done. Therefore, the current board did a first reading to correct and change the end of term back to June 30. With this change, the board members discussed the necessity to also change the month for the annual election of officers to June of each year with officers taking office July 1, to assure officer positions aligned with members’ terms of service dates. The second reading of the changes to By-laws will be done in our next meeting.

**Terms of Service**

CCBDD terms of service shall expire on June 30 of each year ending the appointed year(s) of appointment. If any board member resigns or becomes incapacitated and unable to serve prior to the expiration of their term, the board shall notify County Commission. The CCBDD shall advertise a public notice of the vacancy and seek referrals to fill the vacant position. CCBDD members may be re-appointed if so desired by the County Commission.

**Election of Officers and Term of Office**

The officers so designated shall be elected annually at the June board meeting. Upon being elected, they shall hold the office for a term of one (1) year beginning July 1. A member may serve as Chairperson or Vice Chairperson for no more than two consecutive terms. Thereafter, a member who has served two consecutive terms in the same office may be reelected to that office provided that the member has not occupied that office for at least one year. If any officer resigns or becomes incapacitated so as to be unable to serve and perform the duties of their office, the CCBDD shall, at its next regular meeting, elect a successor from other members on the board, to serve for the unexpired term of office.

Next Meeting Dates: Regular Meeting – September 13, 2022

Motion to Adjourn:

Motion to adjourn meeting was made by Traci Ritter; seconded by Tameika Morris. All approved. Meeting adjourned at 7:35 pm.

Respectfully Submitted,

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

Debra Followell, Secretary

Steve Naeter, Chairperson

\*CCBDD original signed documents are retained on file.