

KCD Board meeting
June 15, 2023
Zoom

In attendance: Gay Baker, Chrissy Vorreyer-Davis, Jennifer Dean, April Haggard, Daniel Maxwell, MaNeesha McIlwain, Angela Simmons, James Smith, Kristina Willicheva,
Not in attendance: Barbara Berry

Called to order: 6:45 pm EST

Moment of Silence
Minutes from March 16, 2023 approved

Executive Director's Report:

- Kit Firth has been hired as scheduler
- Gabrielle Leonard moved to the accounting clerk/receptionist
- Interviews for Case Manager and Outreach Specialist start tomorrow
- Budget, income naturally fluctuates, but the interpreting hours have consistently stayed above 600 a month. March is historically busy. KCD received a partial DHS grant to cover salary, materials, travel and educational workshops.
- Employee Retention Credit is a one time credit to use for:
 - building repairs.
 - CASLI-still looking into this option
 - Black Tie Gala-fundraiser
- Infrastructure needs-new computers

-3 year plan rather than a 5 year plan as recommended by the book "Love Your Board" by Mary Hiland-developing 5 key actions over the next 3 years.

-Thank you to Ken Dean, Anna Austin, Meme Kerr and others for their volunteer service to KCD.

Treasurers Report;

- Daniel Coble is still assisting KCD 10 hours a week
- Transition from Quickbooks to the new system, the reports were not ready prior to the meeting.
- Two Roads Bookkeeping will send reports to Chrissy who will share them with Gay and Jimmy.

President's Report:

- Public comments will be gathered at Town Halls rather than board meetings.
- KCD Lifecycle committee needs a chairperson
- Bylaws committee's chair is Kristina Willicheva
- Nominations Committee needs a chairperson
 - in December James Smith, Daniel Maxwell, and Barbara Berry's terms will end. We need a lawyer if possible. If you have suggestions, please let April know.
- Need to set dates for committee meetings
- Board lunch will be scheduled in the next few months.

Vice President's Report:

- Worked with Chrissy on developing and revising a grant application and identified one more grant.

- Led roundtable discussions for TSD seniors based on the preparation for post-secondary living at Youth Night.

-Established a JrNAD chapter for TSD students and its structure is intertwined with sustaining a relationship with KCD through meaningful community-centered lessons and activities.

-Would like to meet with all board members individually over the summer.

Committee Reports:

-Finance-no report

-Personnel-Angela Simmons-the Executive Director's evaluation has been completed and the new contract, effective August 1, 2023 is being completed.

-Regulatory-no report

-Fundraising-Gay Baker-wants your ideas. Chipotle will donate 33% of a days proceeds and we could have a social time there. Also looking into merchandise to sell ie T-Shirts.

-Nominating committee-no chair. April has asked for ideas for potential board members and to consider moving the Members Meeting from December to November to increase attendance.

Old Business:

KCD Lifecycle-

Rebranding-

New Business:

-Cost of Living-a motion was made for KCD to pay 100% of health insurance premiums for all staff instead of a Cost of Living raise which puts more money in their pockets while saving KCD money. Motion by Angela Simmons, seconded by Kristina Willicheva. Passed 8-0

Hourly to Salary-motion made to move hourly employees to salaried. Motion make by Gay Baker, seconded by MaNeesha McIlwin. Passed 8-0

-Comp to Flex-motion make to have employees move to accruing Flex time instead of Comp time, to be used within 30 business days. All accrual and use of flex time must be coordinated with Chrissy. Motion made by Kristina Willicheva, seconded by Angela Simmons, passed 8-0

-Employee Retention Credit-motion made to use ERC funds to purchase 6 IMAC computers. Motion. Made by Jennifer Dean, seconded by Kristina Willicheva passed. 8-0

Adjourned-8:59 pm