

**EASTLAND COUNTY CRISIS CENTER**  
**Board of Directors' Meeting**  
**November 14, 2022**  
**MINUTES**

**Members Present:** Devony Norris, Susan Crozier, David Hullum, Susana Jackson, Jason Weger, Buck (Lee) Williams, Trinity Dempsey, CAC Director, Susan Locke – Finance & Grant Manager, Gena Camacho – ED.

**1. Meeting called to order at 4:38 pm by Buck Williams, Vice President.**

**2. Discussion and Action on Regular Board Minutes from October 11, 2022.** Susana Jackson made a motion to approve the minutes as written. Jason Weger provided the second. Motion carried.

**3. Discussion and Action on Annual Audit by Meritt, McLane, and Hamby, PC.** Complete information was not available at this time. Susana Jackson made a motion to table the reports for this meeting to be added to the Agenda for the January 2023 meeting. Devony Norris provided the second. Motion carried.

**4. Discussion and Action on Regular Monthly Financial Reports – August 2022.** Financials were presented and discussed. Susana Jackson made a motion to approve the monthly Financial Reports for August 2022. David Hullum provided the second. Motion carried.

**5. Regular Monthly Reports for October**

**a. Fundraising Committee Report** – Gone to Texas BBQ presented the center with a \$750 donation.

**b. Finance Committee Report** – Susana Jackson reported that due to ongoing problems in obtaining the liability insurance required by CACTX and HHS, the Crisis Center's funds are severely depleted. CACTX is withholding monthly disbursements due to the lack of the required insurance and this has resulted in a severe draw down upon the Center's Saving Account. At the current rate and with no reimbursement, Board will need to look at suspending services of the CAC in January or February 2023. Other areas will also be impacted.

**c. Executive Director's Report** – The search continues for the required insurance. ED and Finance Manager have been in contact with Philadelphia Insurance Group which covers many of the other CAC centers in Texas. So far, however, they have not been willing to insure this Center. Other resources are being sought. A new agency has been engaged to look for this insurance and has come up with some options that are now being explored. See attached for additional ED Reports.

**6. Discussion and Action on partial recovery of FY22 merit check payments made to two staff who are resigning over the next few months.**

Claudia Alegria, Client Services Coordinator, resigning in January 2023 could owe the Agency a part payback of \$87.00. Buck Williams made a motion to waive the reimbursement requirement. Devony Norris provided the second. Motion carried.

Lorynne Benavides, Community Outreach Specialist, resigning at the end of December 2022, could owe a reimbursement of \$459.00. Buck Williams made a motion to waive the reimbursement. Devony Norris provided the second. Motion carried.

**7. Discussion and Action on Policy and Procedure – Compassionate/Bereavement Leave.**

After discussion on options, Buck Williams made a motion to provide for 3 days of bereavement leave for death of a family member up to two degrees of consanguinity, with ED given authority for flexibility dependent up each situation. David Hullum provided the second. Motion carried.

**8. Discussion and Action – Election of Board Officers – 1-year terms.** After discussion the following suggested slate of officers was presented.

**Board President** – Buck (Lee) Williams  
**Board Vice-President** – Devony Norris  
**Board Secretary** – Jamie Thomas  
**Board Treasurer** – Derek Saucedo  
**Board Parliamentarian** – Felicia Minney

Buck Williams made a motion to elect this slate of officers as presented. Devony Norris provided the second. Motion carried.

**9. Discussion and Action - Election of Board Committee Members – 1-year terms.** After discussion the following suggested committee members and chairmen were presented.

**Fundraising Committee** – Susana Jackson, Chairman, Jamie Thomas, & Susan Crozier. Ed to contact community member who had recently expressed an interest in Board activities.

**Finance Committee** – Derek Saucedo, Chairman, Buck Williams, Susan Crozier, Susana Jackson.

Susana Jackson made a motion to accept the chairmen and members as presented. Buck Williams provided the second. Motion carried.

**10. Upcoming Events:**

**Executive Director** – PTO for two weeks during December but will adjust as needed and be available for needed actions, particularly movement on the insurance issue.

**Next Board Meeting** – January 9, 2023

**Community Events** – Angel Tree November 15 through December 9<sup>th</sup> 2022

**11. With no further business to conduct, meeting was adjourned by Buck Williams, Vice President, at 6:03 PM**

Submitted by Susan Crozier, Secretary

\_\_\_\_\_ Signature

Approved by Board on: \_\_\_\_\_ Date

\_\_\_\_\_ Presiding Board Member Signature