

EASTLAND COUNTY CRISIS CENTER
Board of Directors' Meeting
February 7, 2022
MINUTES

Members Present: Jamie Thomas, Susan Crozier, Felicia Minney, Susana Jackson, Jason Weger, Buck (Lee) Williams, Brad Stephenson, Sean Edwards– Finance & Grant Manager (by phone), Trinity Dempsey – CAC Director, Gena Camacho – ED.

1. Meeting called to order at 4:41 pm by Jamie Thomas, President.

2. Discussion and Action on Minutes from November 15, 2021 meeting. Jason Weger made the motion that the minutes be approved as written. Buck Williams provided the second. Motion carried.

3. Discussion and Action on Minutes from December 30, 2021 meeting. Jason Weger made the motion that the minutes be approved as written. Buck Williams provided the second. Motion carried.

4. Discussion and Action on Minutes from Electronic January 26-28, 2022 meeting. Jason Weger made the motion that the minutes be approved as written. Buck Williams provided the second. Motion carried.

5. Discussion and Action on 2021 Regular Monthly Financial Reports: Oct-Dec. (Profit & Loss, Balance Sheets, and Invoice Spreadsheets)

Susana Jackson made the motion that the October 2021 Financial Reports be approved. November and December to be tabled as they are not complete. Brad Stephenson provided the second. Motion carried.

Board went into **Executive Session from 4:43 pm to 5:16 pm.** Requested by Susana Jackson, Board Treasurer.

After coming out of Executive Session, Susana Jackson made a motion that the November and December Financials be forwarded to Stacy Jameson, CPA, for completion. Brad Stephenson provided the second. Motion carried.

6. Discussion and Action on proposed Policy & Procedure revisions

a. Modifying requirement for ECCC staff serving on-call to live within 30 miles of ECCC offices. Current policy and possible modifications were discussed as per the attached recommended changes from ECCC management. Jason Weger made a motion that we accept the changes to the policy as written. Lee Williams provided the second. Motion carried.

b. Modifying requirement regarding travel reimbursement when employees are require to be working from home – COVID protocol. Possible modifications were discussed – see attached documents). Buck Williams made a motion that the protocol remain as currently written with no changes. Susana Jackson provided the second. Motion carried

7. Presentation: 2021 Regular Monthly Reports from Board Committees

a. Finance Committee. Currently focusing on getting finances caught up with ongoing electronic communications. A formal meeting has not been set up at this time.

b. Fundraising Committee. No report on this date.

8. Presentation: Regular Monthly Reports from Executive Director – November 2021, December 2021, January 2022. See attached.

9. Personnel: Executive Director’s 90 Day Evaluation.

Executive Session 5:22 pm – 5:31 pm in order to complete the evaluation.

Jason Weger made a motion to remove Executive Director from Probationary Status to Regular and adjust salary/budget accordingly. Buck Williams provided the second. Motion carried.

10. General Information: Upcoming Events. February is Teen Dating Violence Awareness Month. February 8th is Wear Orange Day – Teen Violent Dating Awareness Month. **Next Meeting March 14, 2022**

11. With no further business to discuss, meeting was adjourned at 5:35 pm by Jamie Thomas, President.

Submitted by Susan Crozier, Secretary

_____ Signature

Approved by Board on: _____ Date

_____ Presiding Board Member Signature

