

TWO RIVERS REGIONAL COUNCIL

GOVERNING BOARD

MEETING MINUTES

July 9, 2015

Location: Pike County Cardinal Inn Restaurant

Governing Board Members Present

Theresa Bockhold	Lynn Smith
Michael Boren	Kaye Iftner
Rebecca Weed	Ryan Niekamp
Rodger Hannel	Max McClelland
Peggy Perry	John Heidbreder
Carrie Martin	

Governing Board Members absent:

Jed Parn

Others Present:

Michael McLaughlin	Becky Pruden
Don Amsler	Charles Bell
John Bright	Howard Kirchner

The meeting was called to order by Chairman Lynn Smith. Roll Call was taken by Becky Pruden and a quorum was declared.

The board minutes for the June 11, 2015 meeting were reviewed with the following correction: Page 5; second paragraph it should read "grantors" instead of quantors. Chairman Smith asked for a motion to approve the minutes, 1st by Michael Boren; 2nd by Rebecca Weed, all ayes, motion carried.

Executive Director Report: Report given by Michael McLaughlin

It was decided to keep the agency open during the time budgets are uncertain. We received notification that costs incurred during July can be captured. We should be ok until the end of July. There is a possibility of shutting down the agency if a budget isn't passed. John Heidbreder asked about the money the agency loaned to the Foundation several years ago. Skip stated the Foundation has made payments back to the agency in the amount of 50,000.00 at the end of first week of June; he stated that they are paying down the \$220,000.00 loan from the agency to the Foundation. After discussion it was determined that the confusion is due to how the minutes were written, the minutes were written as stated in the meeting.

An amendment to the minutes for June 11 page 7 is as follows:

The Foundation has a payable to the agency of \$220,000.00 as of the June 11, 2015 meeting. (Per stated by Skip Bright)

Sherri Harvey, Fiscal clerk has resigned. Resignation letter was passed around to board members.

Lynn Smith asked for a motion to approve the Executive Director report. 1st by Ryan Niekamp; 2nd by Rebecca Weed

Fiscal Report given by Skip Bright:

Cash situation is monitored daily. This month our disbursements are 314,632 and receivable of 127,700. We started the month with 323,000.00 and currently have 126,000.00. We are holding 2 bills, one to CMS for our health insurance in the amount of 42,000 and one to Ameren in the amount of 36,000.00 for PIPP payments. Skip stated that due to the change in health coverage the agency is saving \$7,000.00 per month.

The mortgage on the Foundation is current. The net payoff is 836,597.00. We pay 6,119.99 per month; the mortgage is 2.25% at First Bankers Trust.

We have over spent in some areas of grants; closeouts will start in the next 3 weeks and are due by August 15th.

Kaye Iftner asked about a CDAP writer; Mike responded that Shelly McCarthy was working under Experience Works and working on a CDAP for the Village of Versailles; she became ill and was not able to submit the grant; we will be able to submit it within 2 years. Stephanie Dehart is looking at water and sewer grants that were submitted by a previous employee but they were graded low and it was recommended to apply for only 2 at a time. Kaye asked about a report from the Community Development Department like they received when Sandy was here; Skip responded that all the grants have been closed out.

Skip stated he has been in touch with the bank and we have the potential to set up a line of credit.

Lynn Smith asked for a motion to approve the Fiscal report given by Skip Bright. 1st by Ryan Niekamp; 2nd by Rebecca Weed.

Department reports

Community Services Department report: Report given by Becky Pruden

The LIHEAP program shut down April 10th there will not be a cooling program this summer.

The PIPP program was shut down July 1st by the Governor. We had over 600 people on the program and there were dropped; most of those people were senior citizens. It was a hard program to get started overall but once we got it established it was one of the best programs we've offered.

On June 29th and 30th I attended the CSBG annual meeting. It looks like the new grant will be around the same funding level.

Becky passed out a needs survey that is mandated for the Needs Assessment that her department is working on. The Assessment is mandated through the CSBG grant; there will be many more changes that will affect our policies and procedures in the future once we get started in the process. We have a survey for the board, community members, staff and other agencies within our 4 county region.

The Scholarships will be voted on next week by the CAA board. We have a hard time getting people to sign up for the scholarship. Lynn Smith indicated that they have trouble getting applications for the Rotary. We do heavy outreach with John Wood and Quincy University along with all the high schools within our region.

We are gearing up for the school supply project.

September 19th is the new date for the Fall MIA (Mission In Action) project in Brown County.

The Brown County Activity group met with a pool party and 53 kids showed up. We provided them with a meal that was provided by the Rebekah's in Versailles. We will have a pool party August 8th for the Big Buddy program in Schuyler County and a meal will also be served.

The REACHOUT is doing really well; we will be open for Pigs Day. We always do well when we stay open for events.

The garden with the Department of Corrections in Pike County is not going very well currently due to the rain.

Becky is preparing the shoe fund for closeout. We had several vouchers that were never turned in by parents; she will be touch with United Way to see how they want to proceed. This is only for Adams County; the voucher is currently 20.00 but we are looking at changing it to 25.00.

Becky commented on the financial report handed out by Skip; she stated that we were able to expend all the program dollars but the administrative funds are over spent by a lot. Skip responded that he is going to re-categorize funds that will help that line item.

Kaye Iftner asked about the United Way grants and how payroll deductions were done. Pike County is under the umbrella of Adams County so if a payroll deduction is done by an employer in Pike, the money goes to Adams County.

Weatherization Report given by Don Amsler

We have 8 jobs waiting on final inspection and 6 with call backs. We will have the funds spent out once these are done. Procurement is in draft copy; 3 agencies are going to do a pilot project where we can spend more funds on a house.

We have the DOE (Department of Energy) and HHS (Health and Human Services) grant with the State grant on hold due to what is going on in Springfield. DOE and HHS grants are federal and have been approved.

Tom Mueller and Don passed their QCI (Quality Control Inspector) class.

IHDA has 4 houses to finish through the planning department.

Workforce Investment Act report given by Howard Kirchner

The Workforce Investment Act ended the last of June and is now the Workforce Innovation and Opportunity Act. We are waiting on guidelines before we start anything. The age limit was increased on the youth program from age 21 to age 24.

A job fair was held June 25th; veterans and persons with disabilities were given preference.

Nancy Winters has retired.

SNAP (Supplemental Nutrition Assistance Program) and TANF (Temporary Assistance for Needy Families) contracts were awarded. Funding for SNAP was increased this year. We serve able bodied adults with no children ages 18-49; this population is hard to serve

IDES (Illinois Department of Employment Services) has made changes in the office. They are making it into a fraud unit so more are being hired.

Community Development Department; Report given by Michael McLaughlin

The program has been shut down

The Revolving Loan Fund; working on closing out the EDA grant, Times Square Restaurant in Quincy paid off their loan in full.

Chairman Lynn Smith asked for a motion to approve the department reports; 1st by Carrie Martin; 2nd by Rebecca Weed. All ayes, motion carried.

Personnel report: No report

Finance/Building Report: No report

Old Business: No report

New Business: The lease for MS Communications is coming up in the next couple months. The Building Committee needs to meet to discuss leases. Quincy Medical Group is interested in leasing parking spaces and possibly office space. We have 81 parking spots with around 20 used.

Mike is going on vacation July 10 and return on the 20th.

John Heidbreder asked that since the State is broke and since we exist from grants do we need to own a 1.3 million dollar building. He asked if a committee has looked into selling the building. Michael Boren stated that he is the chairman of the committee and John is a part of the committee. This is an issue that the committee will look at it. It was recommended that the Building Committee meet 30 minutes prior to the next meeting.

An ad was put in the paper for Fiscal Clerk since Sherry resigned. Kaye asked is there are funds to have a replacement. Mike responded that they will work it out.

Other Business: Becky handed out the survey to the board for the Needs Assessment.

Public Input: None

Executive Session: Not needed

Carrie Martin made a motion to adjourn, 2nd by Rebecca Weed, all ayes, motion carried. The meeting adjourned at 8:25 p.m.

Minutes respectfully submitted by Becky Pruden