

THE COMMUNITY AND CHILDREN'S RESOURCE BOARD  
OF ST. CHARLES COUNTY  
Board of Directors Meeting Minutes  
**January 22, 2024**

Due to inclement weather, this meeting took place via Zoom.

**Meeting Call to Order:** The meeting was called to order at 8:01 a.m.

**Roll Call and Guests:**

Present: Molly Dempsey, Ken Dobbins, Jon Cunningham, Nancy Schneider, and Catherine Williams

Staff: Michelle McElfresh, Jeanne Spencer, and Anna Muhm

Absent: Cory Elliott (personal), Larry Marty (personal), Jim Schaberg (personal) and Bruce Sowatsky (personal)

Guests: Aleisha Mulnix (Boys & Girls Clubs of St. Charles County); Jim Wallis (Chestnut Health Systems Inc.); Todd Barnes (Community Council of St. Charles County); Cathi Bornhop (Community Living, Inc); Katrina McDonald-Fuller (Compass Health Network); Stacy Johns and Rachel Svejkosky (Family Advocacy and Community Training - F.A.C.T); Jennifer Vorachack (FamilyForward); Andrew Berhorst (Foster & Adoptive Care Coalition); Rhonda Liming and Shima Rostami (Gateway Alliance against Human Trafficking); and Julie Seymore (The Child Advocacy Center).

**Approval of Minutes:** A motion was made to approve the December 18, 2023 Board Minutes. (M.S.P.: Cunningham/Schneider) – Motion passed.

**Partner Spotlight:**

- **Gateway Alliance against Human Trafficking:** Shima Rostami (Executive Director) and Rhonda Liming (Program Specialist), presented on the Breaking the Chains of Human Trafficking program, an educational presentation to increase awareness of, identify instances of, and increase the reporting of human trafficking in St. Charles County.

**Public Comment:** No Public Comment.

**Report of the Chair:** No Report of the Chair.

**Report of the Treasurer:** Ken Dobbins gave the Report of the Treasurer and reported on the financial statement ending December 31, 2023. The following balances were reported:

Balance	Amount	Budget for Month
Services Fund	\$ 5,899,662.38	
Current Assets	\$ 7,108,575.36	
Actual tax revenues	\$ 861,589.30	\$ 828,600.00
Investment Income	\$ 0.00	\$ 6,000.00
Fundraising	\$ 0.00	\$ 50.00
Refund of Taxes	\$ 0.00	\$ (3,000.00)
Total Revenue	\$ 861,589.30	
Services Requests	\$ 578,760.11	
ARPA Funds	\$ 50,455.67	

Explanations of the 11 line items that were over the 5% variance and over \$1,000 included: CHADS Coalition for Mental Health (School-Based Mentoring); Compass Health Network (Pinocchio-Group and Prevention); Saint Louis Counseling (Crisis Interventions); and Thrive St. Louis, Inc. (Prevention) were due to school-based usage. LINC St. Charles County (Case Management and Wraparound); Megan Meier Foundation (Counseling - Individual); NAMI St. Louis (CIT); and Our Lady's Inn (Services for Mothers and Children) were due to high demand. Youth In Need, Inc (Counseling - Student) was due to multiple months billed.

Michelle McElfresh reported that the wire transfer for January 2024 needs to include two bills: Wizehive (grants management system) for \$ 10,500.00 and ASPEN (resource directory and network) for \$25,000.00. Combined with the Services Requests of \$578,760.00, the total wire transfer for January 2024 is \$614,260.11.

A motion was made to approve a wire-transfer for \$614,625.00 for the month of December 2023. (M.S.P.: Dobbins/Schneider) – Motion passed.

A motion was made to approve a wire-transfer for ARPA for \$50,455.67 the month of December 2023. (M.S.P.: Dobbins/Cunningham) – Motion passed.

All CCRB invoices and bills paid were completed with 100% accuracy.

**Report of Standing Committees:**

- Finance: No report.
- Personnel: No report.
- Executive – Policies and Procedures: No report.

**Report of Executive Director:** No report.

**Old Business:** No Old Business.

**New Business:**

- **Audit Bid:** Ken Dobbins reported the CCRB needs to have two audits in 2024: one for the financial statement and a separate audit for ARPA. Michelle reported the single bid received from CliftonLarsonAllen included the following range of fees:

	Year 1 Low Bid	Year 1 High Bid	Year 2	Year 3
<b>Financial Statement Audit</b>	\$ 19,375.00	\$ 27,125.00	\$ 17,650.00	\$ 18,300.00
<b>Single Audit (ARPA)</b>	\$ 6,000.00	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
<b>Total</b>	<b>\$ 25,375.00</b>	<b>\$ 35,125.00</b>	<b>\$ 25,350.00</b>	<b>\$ 26,300.00</b>

A motion was made to approve the bid from CliftonLarsonAllen as presented.  
(M.S.P.: Dobbins/Williams) – Motion passed.

**Announcements:**

- Rachel Svejkosky (Family Advocacy and Community Training - F.A.C.T) announced an upcoming trivia night on Saturday, February 24; tickets can be purchased online at the F.A.C.T. website.
- Todd Barnes (Community Council) announced the next luncheon at Family Advocacy and Community Training - F.A.C.T on Thursday, February 1 at 11:15 a.m. featuring the topic of generational diversity.
- Katrina McDonald Fuller (Compass Health Network) announced the late opening of all Compass locations due to inclement weather. The Behavioral Health Crisis Center in Wentzville is open as normal.
- Molly Dempsey announced the opening of the CCRB Executive Director position this week and asked agencies to pass the information along to anyone interested in the position.
- Jeanne Spencer (CCRB) announced the scheduled Zengine training sessions today, January 22, at 10:00 a.m. and 2:00 p.m. will still be held on Zoom.
- Melinda Monroe (Nurses for Newborns) announced their office is closed today, but staff will be working from home including home visitors.

**Adjournment:** A motion was made to adjourn the meeting at 8:22 a.m.  
(M.S.P.: Dobbins/Schneider) – Motion passed.