

Monday, November 14, 2016 5:44 PM

Members present - Robin Brewer, Phil Brewer, Mary Jo Brockshus, Brenda Pilch, Royal Curry, Fran Garza

Members not Present - Laurie Exby, Karl Dukstein, Irvin Davis

Staff Members Present - Patricia Ziegler

Financials - presented by James Childress

- Will be adding more projects/activities to bill to SILS since not exhausting SILS funds
- Motioned to accept by Robin Brewer seconded by Brenda Pilch

Update on Audit

- auditors have been here and will continue to work on audit. Everything is organized.

Accounting systems - bringing Alicia up to speed. She is being trained on Quickbooks. Will be changing process for interpreters and internal process and billing. Will be able to use technology to update systems to reduce staff time needed for input

Review of minutes - presented by Shane Ellis

- Motioned to accept minutes by Mary Jo Brockshus, seconded by Royal Curry

ED Report - Presented by Patricia Ziegler

- Lost \$31 dollars on fund raising event
- Starting to bill for OJT through DVR
- Looking into portable office to provide services
- Employees have been transitioned to hourly due to new regulations, except Alicia Garza and Patricia Ziegler

Additional Items

- Brought to table discussions over attendance of board members and whether to attain them on the board
- Roles of officers motioned and moved to accept, seconded and approved
- Phil Brewer - President
- Mary Jo Brockshush - Tresury
- Shane Ellis - Secretary

Meeting adjourned 6:33