

**BOARD OF TRUSTEES MEETING
MHMR SERVICES FOR THE CONCHO VALLEY
LOGAN'S ROADHOUSE
4384 SHERWOOD WAY
SAN ANGELO, TX, 76904
THURSDAY, DECEMBER 10, 2015
5:00 P.M.**

BOARD OF TRUSTEES PRESENT:

Cary Houston	Linda Kujawski
Jacqueline Shannon	Dianna Spieker
Tim Davenport-Herbst	

BOARD OF TRUSTEES ABSENT:

Jeff Gibson	John Stokes
Pat Trevino	Jackie Walker

1. **CALL THE MEETING TO ORDER AND INVOCATION**

At approximately 5:52 p.m. Ms. Shannon recognized a quorum was present and called the meeting to order. Ms. Shannon introduced Mr. Tim Davenport-Herbst as a new trustee. Mr. Davenport-Herbst completed his pre-service training on December 7, 2015. Mr. Davenport-Herbst gave the invocation.

2. **PUBLIC COMMENTS WILL BE LIMITED TO THREE (3) MINUTES TO AN AGENDA ITEM**

No public comments were made.

3. **THE EMPLOYEE RECOGNITION CEREMONY**

Several employees were recognized for their years of service.

At approximately 6:20 p.m., the Board of Trustees recessed for a short break.

At approximately 6:30 p.m., the Board of Trustees reconvened into open session.

4. **CONSIDERATION OF THE BOARD OF TRUSTEES MEETING MINUTES**

On motion of Ms. Spieker, seconded by Mr. Houston, the Board of Trustees unanimously voted to approve the September 24, 2015 minutes as presented. Motion carried.

5. **CONSIDERATION OF THE SEPTEMBER AND OCTOBER FINANCIAL STATEMENTS**

Brian Dunagan, CFO, reported on the September financial report. He noted that the Center experienced a negative margin of -\$38,790 for the month. He reported that revenues for the month resulted in a surplus of \$60,185 compared to budget and expenses under budget by 4,381. He reported year-to-date negative margin is -\$38,790. Total year-to-date margin is under budget by \$64,564. Total funds: \$1,630,461

He noted the following variances in these revenue categories:

- Local & fees exceeded budget by \$9,188 (contract and rental income)
- HHSC Allocations exceeded budget by \$45,7578
- HCS was under budget by -\$2,975
- Medicaid & Medicare exceeded budget by \$6,448

He noted the following variances in these expenses categories:

- Salaries under budget by \$10,736
- Fringes under budget by \$12,840
- Medications over budget by \$6457
- Client Support Costs exceeded budget by \$14,595

The IDD Services saw revenues of \$349,285 and a negative margin of -\$34,520 and MH Services revenues of \$441,969 and a positive margin of \$27,376

Mr. Dunagan, CFO, also reported on the October financial report. He noted that the Center experienced a negative margin of -\$22,781 for the month. He reported that revenues for the month resulted in a deficit of \$6,185 compared to budget and expenses under budget by 13,175. He reported year-to-date negative margin is -\$66,060. Total year-to-date margin is under budget by \$67,152. Total funds: \$2,408,400.60 and number of days of operation in fund balance is 82.

He noted the following variances in these revenue categories:

- HHSC Allocations exceeded budget by \$14,028
- HCS was under budget by -\$33,120
- Medicaid & Medicare exceeded budget by \$12,334

He noted the following variances in these expenses categories:

- Salaries under budget by \$7,227
- Fringes under budget by \$10,882
- Medications over budget by \$4,169
- Client Support Costs exceeded budget by \$9,270

The IDD Services saw revenues of \$345,656 and a negative margin of -\$41,516 and MH Services revenues of \$410,952 and a positive margin of \$51,028.

On motion of Ms. Spieker, seconded by Ms. Kujawski, the Board of Trustees unanimously voted to accept the FY 2016 September and October financial statements as presented. Motion carried.

6. **REQUEST FOR PROPOSAL (RFP) FOR DEVELOPMENT OF RECOVERY-FOCUSED CLUBHOUSE**

On motion of Ms. Spieker, seconded by Mr. Davenport-Herbst, the Board of Trustees unanimously approved the submission of the RFP to the Department of State of Health Services. Motion carried.

7. **REPORT OF THE EXECUTIVE DIRECTOR**

- Any issues from the quarterly Texas Council of Community Centers Board of Directors and Executive Directors Consortium – discussion was held regarding the Open Carry Law to effective January 1st, Gun carry law signage for governmental meetings, jail screenings
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- No other topics were discussed.

8. **NEXT MEETING SCHEDULE / ADJOURNMENT**

The next meeting is tentatively scheduled for January 28, 2015. At approximately, 6:55 p.m. the meeting was adjourned.