



CRC Board Meeting Minutes October 5, 2010

Members Present: Tom Harkness, Joe Hodgson, Roxanne Kelly, Lenora Kinzie, Ralph Krumins, Sherry Lundry, Lisa Martin, Karen Peterson, Akilah Scott

Staff Members Present: Nancy Johnson, G.R. Laughlin

AGENDA	DISCUSSION	FOLLOW UP
1. Call to Order	Meeting called to order at 5:17 p.m. by Karen Peterson. Quorum was available.	
2. Introductions	Nancy introduced new staff member G.R Laughlin who joined CRC on August 3rd. He will serve as the MACCLink Administrator. G.R. Laughlin shared information regarding his previous work experience and family members.	
3. Review of Minutes	Minutes of the September 7, 2010 meeting were presented for approval using a new format. Board members liked the format and find them easier to read.	Sherry Lundry moved to approve September minutes, Roxanne Kelly seconded. Minutes were approved.
4. Financial Report	Balance Sheet as of September 30, 2010 was reviewed. There were no questions about budget.	Tom Harkness moved to approve September budget/financial report. Roxanne Kelly seconded. Motion was approved.
5. Executive Director Report	<ul style="list-style-type: none"> • Whistleblower Policy: Section was added as requested by Board to note that there would be no retribution towards any staff member reporting unethical, fraudulent or illegal activities, etc. • Conflict of Interest: Board members noted a typo on #3, second page and numbering is confusing. It was suggested that a,b,c, be used to help with clarity. • Job Descriptions of Board Members have been updated for Policy and Procedure Manual. Question was raised about need of Treasurer and/or Secretary on Board, when CRC staff could possible assume this role. It was noted that there needed to be separation of these roles between the staff and Board for oversight, ethical reasons. • Former staff member (J.Castello) is bringing an unemployment suit against CRC. CRC has good documentation in place to support termination decision. • IT for CRC: The plan is for G.R. to take the lead at CRC for IT activities. In the few weeks he has been leading the meetings, improvement has been noted. The current person is not meeting expectations regarding training, web page updates, etc. Need to be very specific in contract regarding expectations. 	<p>Roxanne Kelly moved to approve new Whistleblower Policy. Sherry Lundry seconded. Policy approved.</p> <p>Conflict of Interest policy will be tabled until next meeting to make necessary and suggested changes.</p>

	<ul style="list-style-type: none"> Budget Update: <ol style="list-style-type: none"> City and county budgets are in and CRC will receive \$51,150 from Shawnee County. CRC will receive \$3,000 in 2011 for ongoing work with Heartland Healthy Neighborhood (HHN). HHN received a 3-year Sodium Reduction Grant for \$400,000+. CRC will receive \$7,000 per year as part of this grant. KDHE, Shawnee County Health Department, CRC are also key players along with HHN. Looking at space issues and options. Salary adjustments: Staff salaries will increase in 2011. G.R. will increase 5%; Sylvia and Leah will increase 3%. NOTO Arts District project is currently under CRC umbrella. A few issues regarding the NOTO project have delayed construction, wiring for the time being. Discussed comments made by member of local service agency and possible CRC letter of response. 	
6. Committee Reports	<p>Board Development: Joe Hodgson</p> <ul style="list-style-type: none"> Lucas Mullin, VP of Washburn Student Government Association will be new board member. Tara Dimick will not join as she will be doing other work for CRC and this might present a conflict of interest. Joe will be contacting other community members including Eugene Williams, Ginger Spivey and Frank Kerr. <p>CRC Awards: Lenora Kinzie, Akilah Scott</p> <ul style="list-style-type: none"> Awards ceremony will be October 25th. If anyone can come in to help decorate or help with registration and/or welcoming people please be available. Decorating will start at 8 a.m. Otherwise please come before 11 a.m. to help escort attendees to their tables. Universal studio sent great movies-related items to give as prizes. 25 tables have been sold as of today; 28 nominations have been received. Nancy has secured a selection group from Kansas City to select the winners. Please come to Washburn Tech tomorrow for taping sessions. Will feature sponsors; also plan to feature comments and possibly bloopers. 	
7. Old Business	None	
8. New Business	<p>No November meeting. We will combine with December 3rd holiday luncheon meeting.</p> <p>CRC Open House will be December 3rd at CRC Offices. 2-4 p.m.</p> <p>Nancy will be taking week off beginning October 26th.</p>	
9. Announcements	<p>Vote for Master Gardeners Project – Pepsi Refreshment (Lisa Martin)</p> <p>Local bike survey is going well, over 1,000 surveys have been returned. (Ralph Krumins)</p>	
10. Adjournment	6:25 p.m. meeting adjourned.	Roxanne Kelly motioned, Sherry Lundry seconded. Meeting adjourned.

Respectfully Submitted
Lenora Kinzie