

Southeast Enterprises Board Meeting

June 21, 2022

The Southeast Enterprises Board of Directors met Tuesday, June 21, 2022, in the board room. Board members present were: Jim Barnes, Joe Beaudet, Linda Heck, Wilbur Knoles, Judy Moning, Andrea Morgan, Martha Presser, Shirley Wurth. Chief Executive Officer Lauren Hall and Development Director David Melton were also present. Unable to attend were: Mimi Baldinger and Rob Suave.

President A. Morgan called the meeting to order at 4:35 p.m.

Secretary S. Wurth moved, seconded by J. Moning, to approve the April 19, 2022, Board meeting minutes as printed. Motion carried.

Treasurer J. Beaudet presented the financial reports for the period covering January to May 2022. He clarified Profit and Loss Budget vs. Actuals with references to percentages in acceptable ranges. SE currently has 69% more business contract revenue with a year-over-year growth of 13%. Total YTD Income of \$954,176.15 with Gross Profit of \$943,786.33; Total expenses of \$902,516.17 with Net Operating Income \$41,270.16 with small interest gained for Total Other Income standing at \$43,549.35. The Balance Sheet as of May 31, 2022, was then presented with minor change from April. Total Bank Accounts stood at \$879,253.34 cash on hand; Total Other Current Assets at \$1,189,136.97; Total Fixed Assets of \$58,745.73; and Other Assets of \$846,838.65 for a TOTAL ASSETS BALANCE of \$2,094,721.35. Total Liabilities and Equity calculated to match at \$2,094,721.35

J. Barnes moved, seconded by L. Heck, to approve the 2022 Year to Date financial report. Motion carried.

President Morgan called on CEO L. Hall to present the CEO Report. Hall walked us through a high level look at "Where Are We to Date?" with copies of the report covering highlights of associates served, supply chain impact on sales, COVID safety protocols, personnel investments needed, organizational chart, capital expense underwritten by Zoetis, and completion of feasibility studies funded by MASBDA.

As Chair of the Executive Committee, President Morgan thanked the Directors who took on new committee chair assignments and their commitment to the business of SE.

Governance Chair M. Presser, at the request of President Morgan, presented her review and clean-up of the By-laws (consistent with the board's practices), the General Policies of the Board, Adherence to Policies Review, and Annual Board Performance Review. M. Presser moved for acceptance, seconded by J. Barnes and a good discussion ensued regarding the clean outcome of her work and suggestions. The board requested inclusion of language acknowledging compliance with Missouri's Sunshine Law, state ordinances, and custodian of records, etc. M. Presser moved again to review and revise By-laws and/or General Policies for the full Board's review and approval at a later date via email, seconded by J. Barnes. Motion carried.

Board Development Chair, M. Presser, reported there are two candidates being cultivated for future board service. An update will be given at the August meeting.

Insurance Committee Chair, L. Heck, presented the summary highlights of SE's insurance coverage renewals for general liability package, umbrella, executive D&O, and cyber security. All premiums total \$17,746 for 2022 coverage beginning July 1, 2022.

Strategic Planning Committee Chair, A. Morgan, reported SE is contracting again with Denise McNearney of iBossWell to lead staff and Directors in through our second 3-year strategic plan in late September, early October. Venue selection is underway with a bias to secure space at KC Pet Project which accommodated our group well in the past.

J. Barnes, External Affairs Chair, shared conversations for partnering opportunities with Special Olympics and Picture Me Perfect. Good conversation ensued about other ways to advance SE's mission and community awareness. D. Melton also reported on the work of the committee to vet two professional philanthropic fundraising organizations, Keller and Praxis. The committee will be meeting on July 7 to make final determinations on SE's marketing and fundraising needs.

As Chair, J. Barnes continued reporting on Government Relations by referencing bills circulating on the federal front regarding the removal of 14c and "transition grants" being allotted to states. He also reported that the Missouri legislature fully funded sheltered workshops this year for \$26 million.

Security, Building & Capital Improvement, Equipment Acquisitions Committee (SBCIEA) Chair, J. Beaudet had no report.

For Associate Services Committee, L. Hall reported out in Chair M. Baldinger's absence. Regular scheduled community activities are increasing for associates (e.g., chamber events, People First KC Chapter activities). More individuals are signing up for Associate on the Move janitorial training and for in-house Lead Workers. Just recently, a volunteer skilled in math education is teaching a weekly money management class.

President Morgan called for any unfinished business of which there was none.

~~President Morgan asked for New Business. CEO Hall presented three items to the board requiring approval to for unbudgeted expenses for:~~

- 1) Active Shooter Response Plan for facility upgrades and security products to promote SE's lockdown approach for up to \$6,500. J. Moning moved, seconded by J. Beaudet. Motion carried.
- 2) Software Upgrades which include migrating the Vertex software to the cloud and the purchase of Microsoft Surfaces for supervisors (shop wide) use and select staff to work remotely and in work-sharing spaces. Projected costs to range close to \$12,000. J. Moning moved, seconded by J. Beaudet. Motion carried.
- 3) Hiring Sistine Films, a professional videographer, to help tell our story for diverse audiences. One long video and 4 to 6 short vignettes proposed cost of \$8,600. M. Presser moved, seconded by J. Beaudet. Motion carried.

President Morgan called for Adjournment at 6:24 p.m. J. Barnes moved, seconded by J. Beaudet. Motion carried.

Respectfully submitted,

Shirley Wirth, with CEO Hall's assistance