

**MOSAC² Board Meeting
January 13, 2005**

**Columbia, Missouri
Center for Policy & Research**

Present: Jeff Buehler, Vince Vento, Miguel Jaramillo, Heather Otto, Michelle Ruffin, Mary Ellen Ponder, Laurie McTearnen

Absent: Debbie Ervay, Harry Kujath, Jackie Bock, Leanne Cantu, Robin Granger, Shayla Hale, Lindsay Hutsell, Shauna Lange, Jayne McBride, Jana Ming, Sandra Pratt, Vicki Stein, Sandra Turner

Meeting called to order at 10:40 a.m.

President's Report – Jeff Buehler

- * Jeff informed the board that Harry Kujath had surgery and that MOSAC² is going to send him flowers.
- * Jeff updated the group on meeting that he attended with the Missouri Afterschool State Network and MOSAC² is wanting to be a venue for other youth serving agencies to get together. Harry Kujath is on their Collaboration Committee and will assist MOSAC² in becoming involved with the Missouri Afterschool Network. There is great representation from the MOSAC² Board of Directors working in this group.

Legal Council Update (see Attachment A)

- * Jeff updated the board on the revisions on Vince's contract and simplifying the format and clarifying the salary figures.
- * Jeff updated the board on his findings when he contacted Pam Pullman regarding how to ensure that Vince's contract includes information on how MOARC and AT&T grants effect his position and salary. She stated that legally his contract does not have to be completed by an attorney and that there is a \$30 book available at the bookstore that the Board could use to create his new contract and the only thing needed was full board approval. Vince is currently looking at his time allocation and completing a time audit between his responsibilities. Jeff and Vince will be working out the details of the contract and the Executive Board will complete a contract for January and February and will have a contract for the remainder of the year by March.
- * Jeff shared with the board the job description for the Director of Community Education/ Missouri Afterschool Partnership.

Board Commitment and Responsibilities

- * Jeff handed out copies of the Board Commitment forms that board members signed at the retreat for review.

Treasurer's Report – Laurie McTearnen (see attachments B,C,D)

- * Laurie handed out the treasurer's report and gave explanation on how each spreadsheet has been set up.
- * Laurie updated the board on the Gift Cents program in which we place our order through Laurie ordering Gift Cards and MOSAC² earns 7% of all card ordered. At the next meeting, Laurie will bring information on the Gift Cents program for the entire board.

Budget 2005

- * Laurie went over the 2005 budget with board members present and answered any questions board members had.

Audit

Jeff shared with the board the discussion with the Executive Committee on which areas MOSAC² should audit. The Executive Board discussed whether or not to audit MOSAC², AT&T and MOARC. Vince checked with the department of administration and they stated that the AT&T grant did not have to be audited. It was decided that Laurie will contact the last year's auditor to see if they can complete this year's audit and taxes for us. If that company is unable to complete the audit, Laurie will research firms in St. Louis and present it to the board.

Executive Director's Report – Vince Vento

Grant updates and timelines

- * Vince updated board that AT&T has given MOSAC² roughly \$230,000 in grant monies to assist AT&T families which grants have ended as of 12/31/04.
- * MOSAC² has been awarded 2 additional grants from AT&T, one is for a parenting component to after school programs and is working with Practical Parenting. The other grant is for the School-Age CDA program. Both grants are 18 months.
- * Vince shared with the board that he meets with Laurie monthly to go over grants.
- * Vince shared with the board that there may be an additional grant available from AT&T due to 15 additional sites that have been identified and not served with the other grants.

Endorser / Accreditation Network Update

- * MOSAC² has been targeted by NAA to be a regional contact to serve as the group scheduling endorser visits. Greg Gilliam has been identified and has agreed to be the person who will schedule endorser visits for NAA. At this point Greg has not received the list of sites that need to have endorser visits scheduled.

Other Projects

- * Vince updated the board on a possible additional benefit for MOSAC² part-time staff members to be able to purchase insurance and the sponsoring agency would get a percentage from each person who signs up for the coverage. Jeff suggested that the Membership committee take a look at it and check with the Better Business Bureau and make sure that it is a reputable business. The agency who handles this would receive a percentage of the number enrolled. The board suggested that Vince have the sponsor come and discuss the specifics of the insurance.

Website Report – Amy Rogers (see attachment E)

- * Amy showed the board the new look for the Web page and is asking on updates from Board members to finish the website.
- * Amy is asking for all board members to send Amy Bios to her email address at amy.rogers@leesummit.k12.mo.us .
- * Amy is asking for SpotLight Awards to highlight information on program to put on the website.
- * Amy will be adding merchandise on the website for anyone to be able to purchase MOSAC² gear.
- * Board discussed possible changes of information on the website.

2005 Schedule

Board Meetings

- * Jeff booked this conference room for the remainder of the year and starting in the summer, the university will start charging for visitor's parking passes which will be a minimum charge.

Child Advocacy Day January 25, 2005

NAA Conference February 24-26, 2005 in San Antonio, Texas

MO Stakeholders Summit March 3-4, 2005 in Jefferson City, Missouri

- * Vince updated the board that this year's conference will be more of a training and that when you register to attend you choose a strand of training that you are interested in attending.

Afterschool Alliance – DC Challenge May 14-15, 2004

Jeff and Mary Ellen Ponder will be attending this meeting in Washington, DC.

Topics for Discussion

- * Vince shared with the board the evaluations for the conference. (see attachment F)
- * Changing the conference fees for those who volunteer and are unable to attend any of the classes to receive clock hours. Board briefly discussed this and it will be discussed at the next board meeting.

Committee Goals for 2005 and Reports

MOARC – no report

Vince updated board on the MOARC committee meeting and discussed four items

- * Involvement of Board members in the hiring of consultants
- * Training and how to publicize trainings
- * Accountability and evaluation of consultants
- * Serving non-grantee sites (pilot program in St. Louis)

Vince shared with the group that the MOARC committee will be meeting 2 weeks prior to each board meeting.

Legislative / Public Policy – Jeff Buehler (see attachment G)

Jeff talked briefly about sending out an email to the board to get a vote for MOSAC² become involved in the Citizens for Missouri's Public Policy Agenda for children and youth.

Awards Committee (see attachment H)

Jeff updated board regarding the Award's Committee taking on the responsibility to award the scholarships for the next conference.

Credentials / Professional Development (see attachment I)

Jeff passed out the report from Vicki Stein for review.

Promotional Services

Jeff spoke with Nina Noe and Lee's Summit continuing selling MOSAC² merchandise on the website. Jeff and board discussed possibility of updating the look of the MOSAIC and the pro

Finance Committee (see attachment J)

Laurie updated board on Finance Committee agenda for the year.

Meeting adjourned at 1:35 p.m.