

**The MOSAC2 board meeting was called to order by President, Harry Kujath at 10:30a.m. The meeting took place at the Practical Parenting Partnership building in Jefferson City, Missouri on April 13th, 2006. A quorum was present.**

**In attendance:**

Laurie McTernin – Treasurer,  
Robin Granger – President Elect,  
Harry Kujath – President  
Pam Osman – Secretary  
Otis Morris  
Michelle Ruffin  
Veronica Knight  
Leanne Cantu  
Terri Foulkes  
Miguel Jaramillo

**Regrets:**

Kelly Thames  
Shayla Hale  
Jayne McBride  
Sandra Pratt  
Vicki Stein  
Jeff Buehler  
Heather Otto

Minutes from the January retreat will be reviewed at our next meeting.

I. Ice Breaker... Veronica

II. Introductions/Highlights... All board members – 2/3 minute program highlight

III. Review agenda...Harry

IV. Financial Report...Laurie

Reviewed the financial report. See Treasurer's report for more detailed information. We are about \$ 22,000.00 ahead of original budget. \$63,140.66 remains in the AT&T III account. Projecting that our income will go to \$ 239,000.00 this year. \$10,700.00 net to date from the PDI 2005 conference.

- Made adjustments to the following accounts:
  1. 63600 – Promotions and Marketing moved to \$5,000.00.
  2. 70050 - Exec. Director – increased to \$6,000
  3. 78000 Facility rental \$ 300.00 per month for storage and office rental)
  4. Will adjust payroll processing to possibly \$ 800.00.

5. 69560 - Website expenses moved to \$ 6,000.00
  6. Supplies moved to \$2,500.00
- About \$ 200.00 per committee for expenses (i.e. lunch, supplies, etc.) ....  
Adjustments have been reflected below.

Income \$218,565.43  
Expense \$ 145,750.60  
Net \$ 72,814.80

Pam moved that we accept the revised budget above. Michelle R. second.  
Motion passed.

#### V. Executive Directors Report...Veronica

See detailed report provided by Veronica for additional information.  
Veronica has entered all the members from the conference into the access data base. We are at around 360. Reviewed the draft of the MOSAIC newsletter. Target date for print is Friday, April 14<sup>th</sup>. Discussed retention. Look at the survey document that was presented and discussed at the retreat. Discussion on what type of working board we have. What are the expectations of involvement with the board? Reviewed the time audit and discussed its efficiency and/or effectiveness. Discussion about having a policies and procedures manual for the Executive Director.

Harry pointed out that we have by-laws and rules. One is specific relating to committees. **Need to review the by-laws/rules and understand what the functions are.** Example: Informing Harry when the committee meets. All committees need to go outside of the board and recruit additional board members. **A monthly report is due to the President. Committee chair needs to prepare a committee report for each board meeting. Information needs to be submitted three weeks prior to the board meeting.**

Question from Robin – Standing rules... Have they been formally adopted? Harry indicated that they are still in draft form.

Harry requested that we utilize the committee notebook. Please keep track of this and send a copy to Harry.

#### VI. Committee Reports... Committee Chairs

1. Heather Otto (not present) sent a question to a fellow board member regarding the awards committee application form.
2. Vicki Stein (not present) had a question regarding the 07 conference in K.C. Wanted to know if scholarships would be available for conference committee members. The answer is yes, 10 scholarships will be available.

3. Harry Kujath began discussion about where our MOSAC mailbox should be. Pam Osman moved that Veronica locate a P.O. box in Kansas City. Otis Morris second the motion. Motion passed.
4. Leanne Cantu – Gave a brief summary regarding the 2006 PDI conference. Stated that the committee has secured the guest speaker. Keynote on Friday and will also conduct a few presentations on Saturday. 10a.m. Budget was revised & everything is on target. The next meeting will be on June 20<sup>th</sup> at Vandover. The committee currently has 15 individuals on the committee.
5. Terri Foulkes, chair of the membership committee asked for comments from the board as they are preparing the data elements dictionary by April 21. It will be sent out via e-mail from Terri. Committee has also updated the membership form. New criteria... Each individual of a group membership needs to fill out an individual form.
6. Pam, chair of the nominations/recruitment committee shared information regarding potential board members.
7. Miguel expressed that he would like to see an aggressive timeline on the webpage “facelift”. The committee will be working closely with Veronica.

VII. Board Discussion:

1. Next Meeting Thursday, July 13, 2006 Rock Quarry Open office in Columbia, Missouri.
2. Harry requested that committee chairs send in reports three weeks prior to the next meeting. In addition, he asked that agenda items be sent to him in advance as well.

Meeting adjourned by Harry Kujath at 2:37 p.m.