

SOUTH CAROLINA AUTISM SOCIETY

Minutes

Board of Directors

May 9, 2015

MEMBERS PRESENT

Renee Collins
Robert Hock
Mark Hoffman
Becky Hughes
Vernon Jackman
Walter Jenner
Susan Kastner
Julie Kellett
Richie Maldonado
Margaret Moore
Kelly Nash
Joyce Nielsen
Susie Tolson*
Roy Williams
*denotes phone participation

MEMBERS ABSENT

Brooke Thomas

STAFF PRESENT

Kim Thomas, President and CEO

Call to Order

Joyce Nielsen called the meeting to order at 10:02 am. A quorum was declared.

Approval of Agenda

Roy Williams made a motion to approve the agenda as amended. Susan Kastner seconded the motion. Motion carried.

Approval of Minutes from 1/31/15 mtg.

Mark Hoffman made a motion to approve the minutes as presented. Margaret Moore seconded the motion. Motion carried.

Legislative Update

Kim Thomas reported that the PSP proviso money will increase to \$500,000 and funding is secure. There has been an update to the language in Ryan's Law. We are also monitoring the DDSN/DHHS budget.

Treasurer's Report

Harry Langley reported that we are at a positive of approximately \$9800 for the quarter. We were able to refinance at a lower interest rate. Service Coordination is slightly over breaking even. Overall, things are going well.

Director's Report

Kim Thomas reported that it has been an extremely busy few months. We are in the process of submitting grants to DDSN. We are asking for more money for the Teacher Toy Box and Information and Referral. We also participated in the Midlands Gives Campaign. This coincided with the Strides events. Next year, Kim will try to plan the walks earlier so that the two do not overlap. We are no longer using Carter and Todd for PR. They were not being professional and were not fulfilling the requirements of their contract. Regarding Service Coordination/Case Management, we have added three more positions. Our cases increased from 1357 to 1440 in one quarter, which is a huge increase. Kim did have to terminate someone in February. However, she has hired a replacement and added another person as well. There have over 20 special events, some being fundraisers and some being awareness events. The conference and Midland's Strides received very positive feedback. PSP is very busy this time of year. Kim has added two new positions to address trainings. May 19-21 will be the training for emergency responders. An Assistive Technology lab has been created here at the office for parents and professionals to try out various software which can then be recommended to school districts. Kim reported that teamwork has increased at the office and everyone is pitching in to help, even if it is not part of their job. As a result of the DDSN audit, we have to have a procurement policy in place. Kim gave us a copy to review and make suggestions. This will be voted on at a later time after revisions are made. A copy of the Director's Report is attached.

Ongoing Business

Executive Session

Roy Williams made a motion to enter executive session. Mark Hoffman seconded the motion. Motion carried.

Roy Williams made a motion to exit executive session. Mark Hoffman seconded the motion. Motion carried.

New Business

Compensation/Bonus for President/CEO

Roy Williams made a motion to give Kim Thomas a bonus of \$6000.00. Susan Kastner seconded the motion. Motion carried.

Roy Williams made a motion to accept the Chief Executive Office Position Description as amended on 5/15. Kelly Nash seconded the motion. Motion carried.

Roy Williams made a motion to accept the CEO Interim Performance Review as of 3/26. Margaret Moore seconded the motion. Motion carried.

Board Member Job Descriptions

Kelly Nash made a motion to approve the board member job descriptions as amended. Margaret Moore seconded the motion. Motion carried.

SCAS Email

We must check our SCAS email accounts. A suggestion was made to set up to get notifications. We should always reply via the SCAS email, not our personal email. If we want to send an email to everyone, use scas_board@scautism.org. Roy Williams made a motion that all board communication be done via SCAS email accounts. Susan Kastner seconded the motion. Motion carried.

Adjournment

The meeting was adjourned at 11:30 am.