

SCAS Board Quarterly Meeting

January 30, 2016

At SCAS headquarters 806 12th St., West Columbia SC 29169

Members Present:

Chair Joyce Nielsen
Vice Chair Mark Hoffman
Becky Hughes
James Mack
Susan Kastner
Kelly Nash
Brooke Thomas*
SCAS CEO and President Kim Thomas
**denotes phone participation*

Members Absent:

Erik Beauvais
Walter Jenner
Susie Tolson

Guests Present:

Nathan Gamble
Erik Norton
Randy Sisam

Call to Order

Joyce Nielsen called the meeting to order at 10:05 am. Introductions were made.

Approval of Agenda

Susan Kastner made a motion to approve the agenda. Mark Hoffman seconded the motion. Motion carried.

Discussion of ASA

Erik Norton is present to talk about the legal aspects regarding our affiliation with ASA. Joyce Nielsen gave background for new board members and guests. ASA has chapters all over the US. Over the years, they have not been beneficial to us. We could continue to keep a loose affiliation but if we choose to split from ASA, we will have to change our name.

Mark Hoffman made a motion to enter executive session for further discussion. Kelly Nash seconded the motion. Motion carried.

Mark Hoffman made a motion to come out of executive session. Susan Kastner seconded the motion. Motion carried.

Joyce Nielsen appointed a committee to research our options regarding ASA. Kelly Nash will serve as chair. Mark Hoffman will be on the committee, as will Susan Kastner and Becky Hughes, if possible.

Approval of Minutes from 10/24/15 mtg

Mark Hoffman made a motion to approve the minutes as written. Kelly Nash seconded the motion. Motion carried.

Legislative Update

Bryan is still our lobbyist and Kim is happy with his work. Our line item money is still secure. For more details, refer to the printed Legislative Update.

Treasurer's Report

Harry Langley reported that we are in good shape financially. He explained that he applied some of the fundraiser money to quality of life, summer events, and the turkey fund. Kim Thomas also reported that she gave all full time employees a \$1000 bonus and all part time employees a \$500 bonus at the end of the year. The finance committee will meet this week on Thursday at 3:00. Kim asked Brooke Thomas if she wants to use the Hobbs Group again for the audit. Brooke is looking at more reasonable options for the audit. Harry gave some insight on the bookkeeping changes as they changed over to QuickBooks and how that possibly impacted the charges from the Hobbs group. Brooke will get estimates from several places.

Director's Report

See printed Director's Report for more details.

Grants- We did not get the DDSN grant for ABA services. DD Council is going to let us apply for grants this year. Val and Susan are looking at grants from Wal-Mart and the Department of Education.

Funding Campaigns- Kim's report lists all businesses who are contributors. Two larger donations were received from JT's and a produce company in Irmo. We began contracting with Nikie Smith to help with fundraising. She is working on a 5K in Greenwood, the St. Pats event in Five Points, partnering with convenience stores and a car show. Nikie also met with Linda Fiddle about her foundation and the possibility of applying for a grant through that foundation.

Service Coordination/Case Management- We continue to grow and are up to 1616 cases. This has been challenging due to the changes in billing. Case management is a huge part of our budget. We are doing great financially. Kim is giving incentives to those who are doing billing correctly.

Special Events/Outreach/Information and Referral –I and R has been much busier. Kim is pushing for more money from DDSN because of this. We are expanding our territory on Outreach. We are partnering with the SC State Museum, Edventure, and Lutheran Family Services. Kim has created committees for each of the walks and the conference. The conference will take place on April 15 at the Medallion Center with Dr. Peter Gerhardt as the key note speaker.

Parent School Partnership -2755 contacts have been made between mentors and the families they assist. Kim hired a bilingual coordinator who is also a mentor. She has two kids on the spectrum. There were tons of educational trainings (see printed report). Kim wants to focus on adult services in the future.

New Business

Executive Session-CEO Evaluation

Mark Hoffman made a motion to enter executive session. Susan Kastner seconded the motion. Motion carried.

Kelly Nash made a motion to come out of executive session. Mark Hoffman seconded the motion. Motion carried.

Ongoing Business**Board Retreat**

This will be a daylong event to work on 1 year, 5 year, and 10 year goals. Joyce stated that first we need to get more board members. We will set a date for a Saturday in June (4, 11, 18, or 25). Joyce will email us and ask which dates are open on our calendars. Kim has the names of two possible facilitators.

Board Self-Evaluation

Mark Hoffman made a motion requiring board members to complete a self-evaluation annually. James Mack seconded the motion. Motion carried. Some areas that need improvement include all committees completing minutes. As a board, we need to do a better job with contributions.

Regarding the recruitment of new board members, Kelly Nash suggested putting a blurb in our newsletter and on our Facebook page.

Our next meeting will take place on May 7, 2016 at 10:00 am.

Adjournment

The meeting was adjourned at 1:04 pm.