

**Disability Resource Center, Inc.
Board of Directors Meeting
January 26, 2012 Board Meeting**

Minutes

Board Members Present:

The following Board members were present, Pam Cramer, Kathy Duval, Rhonda Tingler, Sha' Nelms, Ann Hairston, Randall Hairston and Robert Cox, Executive Director.

Members Absent: Ken Hall, Smokey Cloud and Julie Graham

Call to Order:

The meeting was called to order by Sha' Nelms, President at 5:34 p.m.

Review of Minutes for Acceptance:

The minutes were reviewed and accepted. Motion was made by Kathy DuVal and seconded by Ann Hairston, Motion Passed.

Budget:

Current Budget 2011/2012

The budget was provided to all members two weeks prior to the meeting and copies were handed out at the meeting. After discussion a motion was made to accept the budget as presented by Rhonda Tingler and seconded Ann Hairston.

Old Business:

The CPA Group Audit

The audit was completed by Tipton, Marler, Garner and Chastain, who is the CPA group that conducted the audit and a copy was mailed to all board members when it was received. Board members stated that they received the audit and had no problems with the finances of the organization.

Building Lease

The lease for the building was renewed again at the end of December for another year.

New Business:

Bay Bank Account

The Board was informed that Trust Mark Bank will be taking over Bay Bank and Trust who is our financial institution in the next few months. DRC will have new credit cards issued and the CD and other funds will be transferred over to Trust Mark Bank.

Federal Insurance Refund

The Board was informed that we receive a refund from the Federal Government on our health insurance for the prior year of \$2,182.00. This refund was for providing insurance to all staff and is provided under the Affordable Care Act.

Travel

Discussion of the travel rate for staff millage reimbursement was conducted, which is currently set at .55 cents per mile and is in line with the federal rate. The Board was informed that the rate needed to be reduced to the state rate in order to continue to provide benefits to staff. After discussion on the matter a motion was made by Pam Cramer and seconded by Ann Hairston to reduce to the state rate to .445 cents per mile.

New Grants – FFAST, BBHC, Women’s Club

The Board was informed of several small grants; the first was from the Big Bend Health Council for \$3,000 to conduct one on one disaster preparedness evaluations on sixty two consumers by the end of July, 2012. The second grant was from the Florida Alliance for Assistive Services and Technology (FFAST) for \$2,500.00. This grant is to refurbish a minimum of eight pieces of equipment for an average of \$312.50 per repair. The third grant was to the Panama City Women’s Club for \$500.00 to supply equipment for our loan locker.

United Way Application

A copy of the application to join the United Way of North West Florida was completed and was been submitted. A copy of the application was passed among board members to review.

Director’s Report:

A written report was provided to all members prior to the meeting with copies handed out at the meeting. Board members commented that the report had been reviewed and found the written report helpful in keeping up with the activities of staff.

FACIL:

Medicaid Manage Care Organizations (MCO) will be taking over Medicaid beginning in 2013 and DRC plans to continue the Nursing Home Transition program with the MCO in our area.

Schedule date for next meeting:

The next meeting was scheduled for March 22, 2012

Meeting was adjourned at 6:21 p.m. Motion made by Cathy DuVal and seconded by Pam Cramer.

Respectfully Submitted By,

Robert Cox, Executive Director