

Share Center Board Meeting
Minutes
01/26/2023

- I. Opening and Introductions:** Sharon called the meeting to order at 5:35 pm. Present are Robert, Sharon, Richard, Terry, Karen, LaWanda, Carol
- II. Meeting Minutes:** approved
- III. Board interviews:** Karen motioned for approval of Roy Shaffer, all agreed with a 3 month probationary period. Karen motioned for approval of Cassandra Larson all approved
- IV. Finances:** 2021 audit complete, no significant findings
- V. Director update:** changes were made to the employee handbook: relatives of current employees may be hired with the approval of the ED and board. Removed leadership category from PTO schedule. Unpaid time off change 3d to 8 weeks, need to look at FMLA Robert will talk to Blake about it. Motion by Lawanda to accept the changes, Terry abstained. painting is almost complete and the new oven/range has been installed. Next up: finish offices, file room, bathrooms, floors, parking lot, walk in cooler/freezer, meeting room and showers. Holiday party was a huge success, thanks to all. Robert is working with staff to gain a better understanding of the core values, job expectations and standard operating procedures. Laminated and posted copies around the building. Working with SP to get a better understanding of the MDHHS grant. Chief Bagley reached out to Robert to meet with officers about homelessness. Held 2 very successful vaccination clinics for flu and COVID. Public speaking and meetings at family night at CAA, SW Mi Journalism Collab, WKKF regarding another \$50,000 to support the employment and benefits team.
- VI. Consumer Feedback:** Robert's door is always open and he will be meeting monthly with consumers.
- VII. MISC.** - open meetings of the board was discussed. Per Blake our meetings do not have to be open, Lawanda motioned for no open

board meetings, all approved. Board bi-laws need to be updated - Richard, Sharon and Carol will work on, Need board bio and pics from Katie, Terry and the 2 new members. Robert's 4 year anniversary is Feb. 1. He has brought in just under one million dollars in grants

VIII.Next Meeting: Feb. 23, 2023 at 5:30 pm