

LIBERTY COMMUNITY HEALTH ACTION TEAM
BOARD MEETING
October 19th, 2015
Minutes

Present: Janet Bartnik – Chairperson Pro Tem; Director of Parks and Recreation
Rebecca Fisher – Treasurer; Wellness Coordinator, Liberty Public Schools
Diane Kipping – Secretary; Manager, Employee Health, Liberty Hospital
Kate Lesnar – L.C.H.A.T. Project Coordinator

Excused: Gary Zaborac – Chairperson; Director of Clay County Public Health

I. CALL TO ORDER

Janet Bartnik called the meeting to order at 3:40 pm.

II. September 17, 2015 MINUTES

The minutes were read, as submitted and approved, by voice vote.

III. TREASURERS REPORT

Rebecca Fisher reported a balance of \$19,801.00 for the month ending September 31, 2015. There were no deposits but a check was written for a total of \$2,500.00.

IV. PROJECT COORDINATOR'S REPORT

Kate Lesnar provide a written report identifying specific details with regards to updates of the program, stakeholders, meetings, as well as several issues/concerns and other notes for the Board.

There was a brief discussion regarding the YANS data ~ when calculating B.M.I. cm were used, instead of inches to record the height of the students who participated in the survey. Any further decision regarding sharing that information was tabled until the next meeting.

LCHAT is signed up for MoCAN and Prevention Partners network. A Press Release went out in The Northland news online. Kate Lesnar is scheduled for an interview with the Liberty Tribune. We received a \$10,000.00 grant to help implement the HIA and we agreed to accept the proposal for a communications plan from Dr. Hoop's communications class at William Jewell College.

V. OLD BUSINESS

- Healthy Schools meeting report – deferred
- Project Coordinator's legal status – deferred
- Performance appraisal evaluation tool – deferred
- Standard Operating Policies – deferred

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VI. NEW BUSINESS

There was a brief discussion regarding setting up a checking account for LCHAT so that funds can be transferred out of the city's budget. Members agreed to facilitate that after January 1, 2016.

There was also a brief discussion surrounding selection of an accountant and/or auditing firm to fulfill the requirements for 501C3 status. A fiscal 2016 – 2017 budget also needs to be developed and approved.

X. AGENDA ITEMS FOR NEXT MEETING

Next meeting is to be held on November 19th, 2015, at the Clay County Public Health Department, at 3:30 pm.

Tentative agenda items include: Treasurers Report, Project Coordinator's Report, Performance appraisal evaluation tool, Standard Operating Policies, Healthy Schools meeting report, and other items as identified.

XI. ADJOURNMENT

There was no further business; the meeting was adjourned at 4:30 pm