

Haralson Family Connection Coalition

Executive Committee Meeting Minutes

Wednesday, April 10, 2013

Attendance: Steve Sampler, Elizabeth Langley, Bill Anderson, Elaine Hutcheson, Annette Johnson, Betty Candler, and Jim Winchester

The meeting was called to order by Bill Anderson. New Executive Committee members Annette Johnson and Elaine Hutcheson were welcomed to the committee.

Minutes of the last executive committee meeting were read and approved.

- M.** Steve Sampler moved that the minutes be accepted as read.
- S.** Betty Candler seconded the motion which passed unanimously.

Steve S. presented the treasurer's report and it was reviewed by the Committee.

- M.** Betty Candler moved that the treasurer's report be accepted with the contingency of changes being made to the expenses for the quarter.
- S.** Steve Sampler seconded the motion which passed unanimously.

- A.** Jim will double check the calculations for the reimbursements from Bremen BOE and make necessary corrections to the report for the collaborative meeting next week.

Note: Jim presented the anticipated expenses for the 2013 4th quarter. HFCC will be \$226 over budget due to 501c3 application fee.

Old Business

501c3 Status & 990 Filings:

- The 501c3 application has been completed. There is a \$850 fee for reapplying for status.
 - Jim will get necessary signatures and get the document in the mail

Property and Casualty Insurance:

- HFCC purchased property and liability insurance for \$443.

New Business

Coordinator's Contract:

- Steve S. and Jim W. both recommended that the contract for services be changed to reflect the definition of "independent contractor" as defined by IRS. As it is now the contract describes the coordinator as an "employee" according to IRS definitions. A contract was submitted that would clearly meet IRS standards for treating the coordinator as an "independent contractor."

The executive committee met without the coordinator to discuss the coordinator's contract for FY 2014. The proposed total compensation for the coordinator is \$44,200. This includes a \$1,000 raise. Additionally, \$1,200 of this contract is from rolling the travel expense allocation from the budget directly into the coordinator's compensation, which was done as a part of satisfaction of IRS rules regarding "independent contractor" status.

M. Steve Sampler moved that Jim receive a \$1,000 raise that will be effective on July 1, 2013.

S. Annette Johnson seconded the motion which passed unanimously.

Proposed Budget for FY 2014

- Jim presented the proposed budget for FY 2014. HFCC should have total financial resources of \$55,000 during the year and spend \$51,419 in budgeted expenses. H anticipates a surplus of \$3,581 at the end of the year.

M. Steve Sampler moved that the proposed budget be approved and presented to the collaboration for approval

S. Annette Johnson seconded the motion which passed unanimously.

Action on the discontinuation of the School Social Worker Position Haralson County Schools

- We have been informed that the Haralson County social worker's position will not be renewed for the FY14. This will affect the work of HFCC in terms of communication with area agencies and other community stakeholders. The duties will be split among Para pros and counselors. Jim has encouraged board members to write Mr. Brett Stanton and the Board of Education to keep the social worker position. Jim read a resolution to the executive committee and he is asking the board to support the resolution. Jim has scheduled a meeting with Mr. Brett Stanton later in April to discuss.

M. Steve Sampler moved that we bring the resolution before the board.

S. Elaine Hutcheson seconded the motion which passed with four affirmative votes and one abstention.

The next Executive Committee is scheduled for Wednesday, July 10, 2013. The next full board meeting is scheduled for Thursday, April 18, 2013.