

**Clayton Community Service Board
Business Meeting
Minutes**

January 20, 2015

Present: NaJeeba Butler, Birney Bowmaster, An'Cel Davis Patricia Schmidt, Martin Thompson, Dr. Aundria Cheever, Dr. Alieka Anderson, Terrica Redfield Ganzy, Bryan Flowers, Bryan Flowers, & Angela Jackson

Absent: All board members were in attendance

I. Call to Order/Welcome

Ms. Butler called the meeting to order at 5:37 P.M.

II. Invocation

Dr. Cheever led the invocation.

III. Public Comments

There were no public comments

IV. Business

A. Approval of Agenda

1. Additions of Agenda

Officer Elections of Chair and Co Chairman was added to the agenda.

Adoption of Agenda

Mr. Bowmaster made the motion to approve the agenda and was seconded by Ms. Schmidt and carried unanimously.

B. Approval of Minutes

A motion was made by Ms. Schmidt to approve the minutes and was seconded by Dr. Anderson and carried unanimously.

C. 501c3 Corporation

There was no 501C-3 report at this meeting.

D. CARF.....notification of Review Dates as January 26-28, 2014.

Tiffany Tom-Johnson, Chief Operating Officer of Clayton Center conducted a verbal presentation to the board members regarding the upcoming CARF survey. Dr. Anderson and Ms. Butler volunteered to speak with CARF during their survey.

E. Officers for Election

Board members agreed that since they have recently gotten a full board, they have decided have Ms. Butler remains as Chair Person and Mr. Bowmaster as Co- Chairperson until next year. Dr. Cheever made the motion to have the current officers to remain as Chairperson and Co-Chairperson. The motion was seconded by Ms. Schmidt and was carried unanimously.

V. Reports

A. Financial Updates

Angela Jackson gave a detailed revenue and expense report with Key Performance Indicators and distributed handouts to the board members. SEE ATTACHMENT.

B. Chief Executive Director

Dr. Aundria Cheever presented detailed report that included updates on new and existing employees, employee vacancy rate, payroll, programs & services, KPIs, Strategic Plan, applications for funding, and distributed handouts to the board members.

Dr. Cheever presented the updated Vision and Mission statement for Clayton Center for the board members review. Dr. Anderson motion for the new Vision and Mission statements be approved. The motion was seconded by Mr. Anderson and was carried unanimously.

Dr. Cheever also reported that on February12, there will be a CSB day at the Capitol. Dr. Anderson, Ms. Ganzy, Ms. Butler, and Mr. Davis will be attending.

SEE ATTACHMENT.

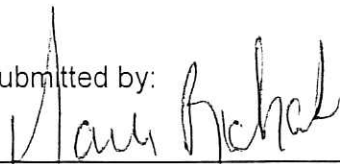
VI. Executive Session

Dr. Anderson motioned for board to go into Executive Session at 6:32 P.M. Ms. Ganzy seconded the motion and it was carried unanimously. Ms. Ganzy motioned for Executive Session be over and for the board to back in session at 6:40 P.M. Ms. Butler seconded the motion and it was carried unanimously.

VII. Adjournment

Dr. Alieka Anderson motioned for the meeting to be adjourned. Mr. Flowers seconded the motion and was carried unanimously. Meeting was adjourned at 6:40 P.M.

Submitted by:



Marva Richards, Administrative Assistant
Clayton Center Community Service Board

Approved by:



Najeerah Butler, Chairperson
Clayton Center Community Service Board

cc: Clayton Community Service Board Members
Clayton County Board of Commissioners