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**Harry S Truman Coordinating Council**

**Executive Board Meeting**

Minutes from April 5, 2021

407 S Pennsylvania Ave.

Suite 204

Joplin MO 64801

**Officers:** Cyndy Hutchings, Chair; Gary Shaw, Vice-Chair; Vacant, Secretary-Treasurer

**Attendees:**

John Bartosh – Jasper County

Debbie Cornell – City of Carterville

Jamey Cope – McDonald County

Susan Bradshaw – City of Seneca

Gerritt Brinks - HSTCC

Carrie Campbell - HSTCC

**Call to Order:** Cyndy Hutchings, Chair, called the meeting to order at 11:09 am

**Consent Agenda:** Motion made by John and seconded by Gary to consent agenda.

**Approve June 30, 2020 Minutes:** Motion made by Gary and seconded by John to approve the minutes.

**Policy Updates:**

* Mileage – Gerritt and Carrie presented to the executive board the need and reason to change HSTCC’s employee mileage from 0.41 cents per mile to 0.57 cents per mile. Carrie explained that it had been this way since the previous executive director was with HSTCC and that it was important to pay the federal rate. Gerritt explained that most of the time employees use the company car to attend events including meetings and that employees only use their personal vehicles if there is a conflict in scheduling where there is a need for the company vehicle. A motion was made by Susan and seconded by John to change the employee mileage 0.41 cents per mile to 0.57 cents per mile.
* Lagers – Carrie conveyed to the executive board the situation with HSTCCs employee retirement, MOLAGERS and that the company is currently negative due to lack of proper account maintenance. No action was made or required.
* MAGOG Noncompete Agreement – Gerritt conveyed to the board the need for HSTCC to comply with MACOGs Noncompete Agreement which will allow HSTCC to possibly be a recipient of grant funds offered through MACOG much like some of the grants we have applied for and received in the past. This agreement ensures that HSTCC will not do business with other cities or counties outside of HSTCCs designated region (Barton, Newton, Jasper, and McDonald County). Susan made a motion to adopt the noncompete agreement and Gary seconded.
* MACOG Financial Certification - Gerritt conveyed to the board the need for HSTCC to comply with MACOGs Financial Certification which will allow HSTCC to possibly be a recipient of grant funds offered through MACOG much like some of the grants we have applied for and received in the past. The financial Certification agreement lists all of the measures HSTCC will follow to ensure financial accountability and best practices. Susan made a motion to approve the Financial Certification and John seconded.
* MACOG Code of Ethics - Gerritt conveyed to the board the need for HSTCC to comply with MACOGs Code of Ethics which will allow HSTCC to possibly be a recipient of grant funds offered through MACOG much like some of the grants we have applied for and received in the past. The Code of Ethics list many of the measures and best practices that HSTCC will take to maintain an ethical corporation. Susan made a motion to approve the Code of Ethics and John seconded.
* EFH Human Resource Policy Update – Carrie mentioned to the executive board the need to update our policies on employee termination. It was discussed that HSTCC staff would develop policies and present them to the executive board at a later date.

**HSTCC Executive Board Vacancies:** HSTCC currently has two vacancies that need to be filled on the executive board. Susan Bradshaw from the City of Seneca City Council has volunteered herself to serve on HSTCC’s executive board. John made a motion to add Susan to HSTCC’s executive committee and Gary Seconded. It was also discussed that the vice chair position was vacant. A motion was made by John to have Gary serve as HSTCC’s vice chair and it was seconded by Susan.

**SMB Bank Signers:** Carrie mentioned to the board that there are only two signers and that there should be more so that everyone can know what is being signed. Carrie suggested that two more members become signers. Susan and Jamey volunteered to be signers.Gary made a motion and John seconded.

**SMB Line of Credit:** A representative from SMB asked Gerritt if HSTCC would like to renew HSTCC’s $20,000 line of credit. Gerritt suggested that HSTCC might as well keep it since it doesn’t cost the organization and money to keep and that it would always be there if we were in a situation where we needed it even though we are currently in a strong financial position. John made a motion to keep HSTCC’s line of credit open and Susan seconded.

**Next Meeting:** TBD

**Adjourn:** Meeting adjourned at 12:04 p.m.