

CHILDREN'S SERVICES COUNCIL

MINUTES

June 20, 2024

In attendance for the meeting were Melisa Jahner-Chairperson, Bob McPartlan, Frank DeCarlo, Dylan Tedders, William Wallace and Toni Wiersma-Executive Director.

Absent: Wendy Coke, Heather Hancock and Pat McCoy

Audience: Samantha Shaw, Shermon Gordon, Marvin Plummer, Matt Fairchild, Melanie Rathlan, Amanda Vuleta, Melinda Wherrell, Carol Bryant, Amanda Riedel, Delaney Fuchswan, Shannon Tewksbury, Vanessa Quilarquez, Heather Tinajero, Marvis Davis, Alex Leiva, and Ramon Martina

Meeting called to order by chairman Melisa Jahner at 5:11 PM

a) Additions or corrections to the agenda

(1) Toni Wiersma added:

- 7 d Prosper Noggin - \$24,527.95
- 7 e Chobee Bulls Elite

Bob McPartland made the motion to accept additions. Dylan Tedders seconded the motion. The motion carried.

2) Approval of Minutes:

a) Meeting – May 9, 2024. Bill Wallace made a motion to approve the minutes. Frank DeCarlo seconded the motion. The motion carried.

3) Approval of Financial Statements:

a) Financial Statement– October – May 2024

i) Toni Wiersma presented the financial statement:

(1) INCOME

- **Total Income - \$1,178,248.14**

(2) COST OF GOODS SOLD

- Human Service Expenditures - \$17,835.00

(3) GROSS PROFIT - \$1,160,413.14

(4) EXPENSES

- Administration - \$61,786.36
- Program Services – Agencies – RFP - \$275,896.48
- Scholarships - \$45,000.00
- Summer Projects - \$110,989.92
- Special Projects - \$204,810.09
- **TOTAL EXPENSES - \$698,482.85**

(5) NET INCOME - \$461,930.29

(6) CURRENT ASSETS

- SouthState Checking Account 4993- \$1,373,608.11
- SouthState Checking Account 0677 - \$343,073.97
- CD -\$417,564.44
- Refundable Agency Grants - -\$(140.00)

(7) TOTAL CURRENT ASSETS - \$2,374,113.13

(8) FIXED ASSETS

- Equipment - \$1,926.00
- Accumulated depreciation - -\$(1,177.63)
- TOTAL FIXED ASSETS - \$748.37

(9) TOTAL ASSETS - \$2,134,106.52

(10) LIABILITIES

- Total Current Liabilities - \$2,997.00
- Total Equity - \$2,131,857.89

(11) TOTAL LIABILITIES AND EQUITY - \$2,134,854.89

Toni Wiersma also presented the Management Report for the Fiscal Year 2023-2024 and the Profit and Loss statement for the period October 1, 2023 – May 31, 2024. Mrs. Wiersma pointed out to the Board the categories listed on the Profit and Loss Statement

- b) Toni Wiersma also presented the actual budget vs. the amount spent in each category. Our income is above the budgeted amount for the year. Our expenses are below the budgeted amounts in each category. Toni Wiersma pointed out that while we had not dispersed more money than was budgeted in Special Projects, the amount that had been approved for Special Projects was over the budgeted amount by \$39,171.23. She suggested that the Board consider a budget amendment from the fund balance. Melisa Jahner suggested that the Board wait until the end of the meeting to propose an amendment because several Special Projects were being requested this evening.

Dylan Tedders made a motion to approve the Financial Statement for the Fiscal Year 2023-2024 and Bob Mc Partlan seconded the motion. The motion carried.

4) Introduction of Scholarship Recipients

- a) Delaney Fuchswan thanked the Board for their generosity of a \$5,000 scholarship.
 b) Vanessa Quilarquez thanked the Board for their generosity of a \$5,000 scholarship.

5) Audit Report

- a) Mrs. Wiersma distributed the Audit Report and letter prepared by Wicks, Brown, and Williams. The audit report stated that they had issued a clean audit opinion on your financial statements. There was not a significant deficiency or material weakness. Previous findings have been corrected and were not repeated this year. Bob McPartlan made the motion to approve the audit report. Dylan Tedders seconded the motion. The motion carried.

6) Tentative Approval of RFP's for 24 – 25

- a) The Board tentatively approved the following RFP's pending budget approval for the 24 – 25 fiscal year. Bob McPartlan made the motion to approve the following RFP's and the specified amounts. Bill Wallace seconded the motion. The motion carried.
- i) 4-H H2O Camp - \$30,000.00
 - ii) 4-H Horse Camp - \$4,250.00
 - iii) 4-H Trek through History - \$19,000.00
 - iv) Big Brothers, Big Sisters - \$5,000.00
 - v) Children's Home Society – 31,705.00
 - vi) Education Foundation of Okeechobee - \$85,000.00
 - vii) Guardians for New Futures - \$30,000.00
 - viii) Healthy Start - \$24,000.00
 - ix) Helping People Succeed - \$45,000.00
 - x) Hibiscus Children's Center - \$20,000.00
 - xi) Indian River State College – Expanding Horizons - \$21,946.00
 - xii) Martha's House - \$73,000.00
 - xiii) New Horizons - \$34,000.00
 - xiv) Nuestro Pueblo – Our Village - \$12,000.00
 - xv) Our Village – Peer Support - \$80,000.00
 - xvi) OYLS - \$24,000.00
 - xvii) Rodeo Team - \$60,000.00
 - xviii) Tykes and Teens - \$80,000.00
- b) The Board tentatively approved the following RFP's pending budget approval for the 24 – 25 fiscal year. Bob McPartlan made the motion to approve the following RFP's and the specified amounts. Bill Wallace seconded the motion. The motion passed with Frank DeCarlo abstaining.
- i) Real Life Children's Ranch - \$25,000.00

(7) Special Project Request

a) Elite Athletic Group, Inc. - \$35,744.00

Shermon Gordon, president, Samantha Shaw, Marvin Plummer and Matt Fairchild presented a proposal for a traveling baseball team for students that couldn't pay the fees for traveling baseball that is currently in Okeechobee. They would like to have a 8u, 10u, 12u, and a 14u team. They are starting from the beginning and would need all the equipment necessary to begin a program. Several questions were asked of the group: Bob McPartlan – Are you going to be able to field four teams, will the equipment last from year to year, also stated that normally CSC only funds a maximum of 50% of a program. Wendy Coker asked about the selection of the players and are the coaches background checked. Coaches would have a background check. Toni Wiersma asked how this would be publicized and when was the start date. The start date is in August. The group returned and reported on their fundraising efforts so far. They answered the question about the kids they were serving and intended to have everyone play. So far, they have raised \$1500.00 with more fundraising expected. There will be tryouts on Friday at Kiwanis Park and

the 15u team will play in a tournament on July 15th. Frank DeCarlo made a motion to fund the Elite Athletic Group \$34, 244.00 with a check for \$17,122.00 upfront and the rest when receipts are turned in. Bill Wallace seconded the motion. The motion carried.

b) Our Village – Back to School Expo - \$10,000.00

Melanie Rathburn appeared before the Board to request funds for the Back to School Expo. Our Village is expecting between 600 – 700 kids to participate. This is the 13th year for the event. CSC has funded the event in the past. Since an audit has not been completed, the Board requested Our Village to come back to the next meeting with an update on the audit. By our bylaws an audit must be completed, or funds can't be distributed.

c) Chobee Bulls - \$ 7,000.00

Heather Tinajero and Shannon Tewksbury appeared before the Board to request funding for the Chobee Bulls. This is a travel youth football league. They anticipate around 100 – 140 youth to participate. They offer a fall and a spring football season. They are also bringing back cheerleading. They were instructed to make sure that all receipts were in order and that they were turned in a timely manner. Frank DeCarlo made the motion to fund the \$7,000.00 for the Chobee Bulls. Dylan Tedders seconded the motion. The motion carried.

d) Prosper Noggin - \$24,527.95

Melinda Wherrell, Amanda Vuleta, and Carol Bryant appeared before the Board to request funds for Prosper Noggin. Mrs. Wherrell is starting up a Home School tutorial program to support parents that are homeschooling their children with a defined curriculum. They will offer support and enrichment activities for the students. The tutorial program was started this year and has outgrown two spaces. There is an application process. She has had interest from 40 – 50 families. She has plans and interest in the program to continue expanding. In her proposed budget there were several equipment items that the Council can't fund. Bob McPartlan made the motion to fund \$14,900.00 to fund the program. Frank DeCarlo seconded the motion. The Board encouraged Mrs. Wherrell in her endeavors. The motion carried.

d) Healthy Start – Dad's Game Plan - \$1500.00

Healthy Start made a special request for funds to enhance their existing Fatherhood Program through the introduction of "Dad's Gameplan", which is a series of monthly community-based group workshops focused on sports and peer-to-peer engagement for local fathers and their children. The funds will be used for food/snacks, sport-related activities, and incentive rewards. Bob McPartlan made a motion to fund the \$1500.00 for the "Dad's Game Plan". Dylan Tedders seconded the motion. The motion carried.

8) Reminder to file Financial Disclosure Forms

Toni Wiersma reminded the Board that if they hadn't filed their financial disclosure form, they were due by June 30th.

9) Update on Summer Programs

Toni Wiersma gave an update on the Summer Programs. The camps are going well, and the kids are active and involved with the camps. At the next meeting Mrs. Wiersma will give an additional update and a PowerPoint presentation since the internet was down for this meeting.

10) Review of Different Logos

Melisa Jahner, Chairman, recommended that we table this until more of the Board could be in attendance.

11) Information on setting budget, millage rates and public meeting dates

Toni Wiersma informed the Board that it was time to set the budget, millage rates and decide on public meeting dates for the budget and millage rates. She asked everyone to bring their calendar to the July 11th meeting. She will have prepared sample budgets for the meeting and possible dates that are in compliance with the TRIM system.

12) Open Discussion

a) Discussion was held on the Special Project budget. Bill Wallace made a motion to move \$200,000.00 from the fund balance to the Special Project line item in the budget to cover projected costs. Bob McPartlan seconded the motion. The motion carried.

13) Next meeting date

The next meeting will be on July 11, 2024, at 5:01 pm.

Motion made by Bill Wallace and seconded by Frank DeCarlo to adjourn the meeting. The meeting was adjourned at 6:55 PM.

Respectfully submitted,
Toni Wiersma

Toni Wiersma

Executive Director