



Indian River County Healthy Start Coalition
Board of Directors Monthly Meeting
Date: April 26, 2021
1555 Indian River Blvd, B241
Vero Beach, FL 32960
Available via Zoom

Members present: Karen Campbell, Dr. Audrey Richards, Lee Curry, Karan Morein, Alan Temple, Dr. Sharon Packard, Allen Jones, and Frida Randolfi

Others present: Andrea Berry, Chief Executive Officer, Elisabeth Bublitz, Associate Executive Director

Meeting Called to order at 4:19 pm.

- I. Approval of Minutes: March 2021 Board Meeting Minutes
 - a. No changes.

A motion to approve the March 2021 Board Meeting Minutes made by Audrey Richards. Lee Curry seconded the motion. Motion passed unanimously.

- II. Financial Statements: March 2021
 - a. Lee Curry reviewed the March 2021 financials. The Coalition Balance Sheet, Profit and Loss, and Properties Financials.
 1. IRCHSC Properties, LLC - total assets are \$1,461,206.17.
 - I. No outstanding rent due, everyone is paying on time.
 2. Coalition - total assets 2,025,636.47.
 - I. Assets primarily consist of cash at \$1,339,629.92 million – cash excluding the endowment, SBA loan, and EIDL loan. Represent about 8.8 months of expenses. Just excluding the endowment representing 10.3 months of expenses.
 - II. Accounts receivable for the \$75,000 is amount collectable for Riverside Theater for Dancing with Vero’s Stars. The deadline to receive a refund was at the end of March, therefore in April IRCHSC will be able to move the deferred revenue to earned revenue.
 - III. Deferred revenue represents amount receivable for Dancing with Vero’s Stars for the previous year. Deadline to respond for a refund is at the end of April. Revenue will be moved in June before the end of the fiscal year.
 - IV. Marine 12-month CD is expiring. Suggestion to move this CD to the money market account was discussed.

A motion to approve the March 2021 finances was made by Audrey Richards. Frida Randolfi seconded the motion. Motion passed unanimously.

- III. Review of 2021-2022 IRCHSC Budget

- a. HSMN-AHCA contract was reduced by \$15,539 (5%) from \$311,000 to \$295,000.
- b. DOH Contract was reduced by \$20,363 (6%) from \$325,000 to \$304,000.
- c. CSAC (Children's Services Advisory Committee) 10/21 request remains level with the exception of Parents as Teacher, which was increased to \$150,000 (prorated to fiscal year).
- d. IR Hospital District request submitted for 3/21 includes an increase of \$190,374 (prorated to reflect the fiscal year).
- e. Finance Committee to review and revise IRCHSC Maintenance Schedule.
- f. Review Offutt Barton Schlitt, LLC signed agreement for 2021 and 2022 Audit.

A motion to approve the IRCHSC 2021-2022 Budget subject only to approved revisions to the individual line items for the Indian River County Hospital District and Children's Services Advisory Committee based on actual funding awarded was made by Audrey Richards. Alan Temple seconded the motion. Motion passed unanimously.

IV. Monitoring & Evaluation:

- a. Language Nutrition: This program's outcomes are more appropriately reflected when
 1. Only those clients eligible for assessment are measured; and
 2. When clients served by Healthy Families, which is no longer part of IRCHSC, are excluded.
- b. Nurse-Family Partnership: Program is performing well and is exceeding expectations.
 1. A recommendation was made to have the Program Manager or Program Supervisor present on their program dashboard when applicable.
 2. Add year-to-date comparison to the dashboards to see how the program is performing over time.

V. Committee Reports:

- a. Philanthropy Committee
 1. The Mother's Day event has a set goal to sell 300 flowers.
 2. Riverside Theatre is allowing IRCHSC to develop the garden area and place a path and additional plants/foilage around the Garden.
 3. Chloe Rose to send out a social media kit to promote the upcoming event.
- b. Finance Committee
 1. The next Finance Committee Meeting to be held May 13th, 2021, at 10:00am.
- c. Governance Committee
 1. Board recruitment remains ongoing.
 2. The opportunity for new candidates to meet the Board will begin in May 2021.
 3. Executive Session: Discussion regarding CEO performance evaluation.

A motion was made by Audrey Richards to adjourn. Lee Curry seconded the motion. The motion passed unanimously.

Meeting adjourned at 5:45pm.

Respectfully submitted,

Karan Morein