

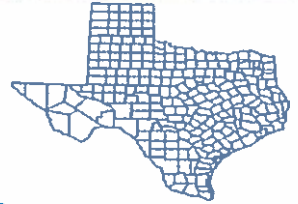
# Community Services, Inc.

Toll Free / 800-831-9929 Office / 903-872-2401 Fax / 903-872-0254



P.O. Box 612 • Corsicana, Texas 75151-0612

*Created to Serve*



**MEETING NOTICE – COMMUNITY SERVICES, INC. BOARD OF DIRECTORS**  
**The Wolens Building - 811 South Main Street - Corsicana, Texas 75110**  
**6:00 P.M. Tuesday, November 29, 2016**

### Mission Statement

Community Services, Inc. is dedicated to helping clients achieve success and rewards through confidential case management, direct coordination of resources, support services, and peer celebration activities.

### Motto

Helping People – Changing Lives  
One person at a time

2016-237  
FILED FOR RECORD  
AT 4:10 O'CLOCK P.M.

**REMINDERS: Dinner for Board Members only served at 5:30 P.M.**

NOV 21 2016

- All attendees must sign Attendance records at entrance.
  - Board members unable to attend the meeting are encouraged to contact the Board Chair, Executive Director, and/or designee as soon as feasible.
- Board members must submit mileage stipend reports to ensure timely reimbursement – please make sure all calculations are correct and please sign your report.

SHERRY BOWD, County Clerk  
NAVARRO COUNTY, TEXAS  
BY *[Signature]* DEPUTY

### Tentative Agenda

1. Call to order, establishment of quorum.
2. Introductions – Document Absent Member (Excused and/or Unexcused)
3. Community Input – (Limit 3-minutes) – Note: Comments are not allowed for items on the current agenda.
4. ***\*Accept/Approve Director's resignations for Richard Scordo, Member and the removal of Shelby Wright, Member. Note: Per Bylaws – Board required to discuss in Executive Session***
5. ***\*Approval of Agenda as submitted.***
6. ***\*Accept/Approve Minutes: CSI Board of Director's Meeting held October 11, 2016.***
7. ***\*Accept/Approve Form 990 and FY15 Audit reports as filed and submitted in final draft from Weaver.***
8. ***\*Approve process giving directives to procure for Audit Firm to perform FY16 Audit for period of 11/1/2015 – 10/31/2016 under guidance of Controller, Harry Hickey.***

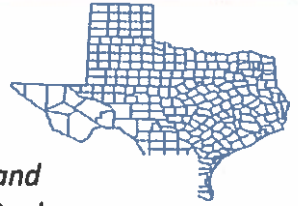
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9. **\*Approve updated/revised Meals on Wheels process manual per requirements and recommendations of Department of Aging and Disability to comply with applicable TAC rules.**

## Staff Reports (Programmatic Reports Distributed On-site Quarterly)

Finance/Audit Committee – Harry Hickey – Financial Reports

**\*Finance/Audit Committee Recommendation – Monetha Fletcher, Treasurer, and Pamela Green – Committee Member**

MAGNET Home Delivered Meals – Doris Anderson

CSBG activities – Dee Hatchell/Denise Freeman

CEAP activities – Beverly Goodwin

Community Transit Services – Katie Regan/Arlette Cobb

Director's Update – Daniel Edwards

10. Sharing of Agency Updates, Best Practices, etc. – CSI assisted **42** clients and **17** households identified as Board, employee, or relative of either Board or CSI employee for the reporting period.

11. Other Business/Announcements.

✓ **Next Board Meeting: Tuesday, December 20, 2016, same time & location.**

## Executive Session

12. The board may go into Executive Session Pursuant to Tex. Gov't Code §551.075 for the purposes of discussing personnel matters including to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.

## Open Session

13. **\*If there is an Executive Session, the Board will reconvene in Open Session and may take action on any item taken up in Executive Session. Except as specifically authorized by applicable law, the Board may not take any action in Executive Session.**

14. Adjourn.

**\* Indicates motion required.**