

# 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, January 31, 2017**

## 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

2017-14

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

FILED FOR RECORD

AT 1:05 O'CLOCK P.M.

JAN 25 2017

SHERRY DOWD, County Clerk  
NAVARRO COUNTY, TEXAS

BY  DEPUTY your report.

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

## 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. *\*Approval of Agenda as submitted.*
5. *\*Accept/Approve Minutes: CSI Board of Director's Meeting held December 20, 2016.*
6. *\*Accept/Approve appointment of Strategic Planning Committee and additional appointments to the Audit and Finance Committee.*
7. *\*Approve Fiduciary Board Resolution: Maintain Executive Director, Daniel Edwards existing signatory authority/access and add officers (i.e., President, Dairy Johnson, and Treasurer, Cedric Fields) to bank signatory cards to assure internal control and continuity of managing agency funds toward complete legal fulfillment of the law and remove previous officers (i.e., President, Darrell Nelson, Treasurer, Michael Jackson, and former employee Ramona Schwab specific to Community*

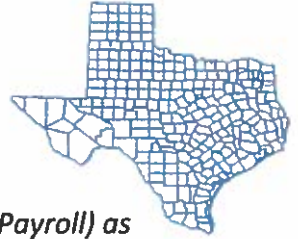
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*National Bank and Trust and related accounts 11-171-6 (Master Operating); 10-493-0 (Payroll) as outlined in Resolution.*

**8. \*Approve Signature Authority – Delegation of Signature Approval Authority Public Transportation through Texas Department of Transportation to maintain Executive Director, Daniel Edwards existing signatory authority and add officers (i.e., President, Dairy Johnson, Vice President, Lakeshea Brown, and Treasurer, Cedric Fields) to signatory cards to assure internal control and continuity of managing agency funds toward complete legal fulfillment of the law and remove previous officers (i.e., President, Larry West and Treasurer, Monetha Fletcher) specific to FY2017. Also remove former Manager of Finance & Operations Laurie Rush and add Harry Hickey, Controller as cited in the Signatory Authority Form.**

**9. \*Approve amendments to Community Services, Inc.'s Bylaws applicable to Article III - Section 1 Composition, Section 5 Term of Office and Limitation, Section 6 Term Limitation, Article IV – Section 4 Regular or Special Meeting Quorum, Article X – Parliamentary Rule, and Article XIV Dissolution.**

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

Finance/Audit Committee – Harry Hickey – Financial Reports

**\*Accept/Approve Finance/Audit Committee Recommendation – Cedric Fields – Treasurer, and Pamela Green – Committee Member**

CEAP activities – Beverly Goodwin

CSBG activities – Dee Hatchell/Denise Freeman

Community Transit Services – Katie Regan/Arlette Cobb

MAGNET Home Delivered Meals – Doris Anderson

Director's Update – Daniel Edwards

**10. Sharing of Agency Updates, Best Practices, etc. – CSI assisted **35** clients and **13** 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, February 21, 2017, 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.**

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14. Adjourn

\* Indicates motion required.