

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. Thursday, May 25, 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

Motto

Helping People – Changing Lives
One person at a time

celebration with you

FILED FOR RECORD

AT 8:00 O'CLOCK P.M.

MAY 23 2017

REMINDERS: Dinner for Board Members only served at 5:30 P.M.
SHERRY DOWD, County Clerk
NAVARRO COUNTY, TEXAS

BY [Signature] DEPUTY

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.

Tentative Agenda

1. Call to order, establishment of quorum.
2. Introductions – Document Absent Member(s) (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. ***Consent Agenda – Items on the Consent Agenda may be removed at the request of any Board member and considered at another appropriate time on this agenda. Placement on the Consent Agenda does not limit the possibility of any presentation, discussion or approval at this meeting.**

- A. Minutes: CSI Board of Director's Meeting held April 25, 2017; and
- B. Community Transit Services Rural Public Transportation Title VI Policy update.

Staff Reports (Programmatic Reports Distributed On-site Quarterly)

Finance/Audit Committee – Harry Hickey – Financial Reports/Audit Update
***Accept/Approve Finance/Audit Committee Recommendation – Cedric Fields – Treasurer, and Lakeshea Brown – Committee Member**

CSBG activities – Dee Hatchell/Denise Freeman/Beverly Goodwin

- ✓ Program Specific Updates;
 - CAP Strategies/Implementation Activities

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- ROMA Cycle – Planned Training/Implementation Activities
- Strategic Plan Staff/Committee Activities

Community Transit Services – **Katie Regan/Arlette Cobb**
MAGNET Home Delivered Meals – **Doris Anderson**
Director's Update – **Daniel Edwards**

6. *(Executive Session) *Certify/Approve Evaluation Committee recommendations from the April 25, 2017 Board of Director's meeting regarding Executive Director's Annual Evaluation and all discussion points from the full Board of Directors.*

7. **Approve established Line of Credit of \$50k with Chase Bank. (See email communication below between CFO/Bank Representative)*

Email from Harry Hickey below and also attached in hard copy.

Good news from Chase. See below.

I will need the following.

H2

From: Batie, Keba [mailto:keba.batie@jpmorgan.com]
Sent: Tuesday, May 16, 2017 8:45 AM
To: Harry Hickey <hhickey@csicorsicana.org>
Cc: Strickland, Sheila S <sheila.s.strickland@chase.com>
Subject: Line of Credit - Chase

Hi Harry,

I've got good news! We have the approval for the \$50k LOC. I will need the following to set up a closing date:

1. A copy of the Community Services, Inc bylaws
2. A resolution with authorized signers
3. 2-3 possible closing dates and time preferences

Thank You,

Keba Batie | Relationship Manager - VP | Chase Bank, N.A. | Chase Business Banking Government & Not-For-Profit Banking | 500 E. Border St., 3rd Floor, Arlington TX 76010 | T: 817-856-3579 | eFax: 817-986-0792 | keba.batie@jpmorgan.com

For customer service:

Platinum Service Line – (877)425-8100

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8. **Accept and Approve Customer Satisfaction Survey findings as presented.*

9. Sharing of Agency Updates, Best Practices, etc. – CSI assisted 0 clients and 0 households identified as Board, employee, or relative of either Board or CSI employee for the reporting period.

10. Other Business/Announcements.

✓ Next Board Meeting: Tuesday, June 20, 2017, same time & location.

Executive Session

11. 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

12. *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.

13. Adjourn.

*** Indicates motion required.**