

EMERGENCY BOD MEETING
Thursday, February 7, 2019
Requested by : A. Stonecypher
conducted via Zoom
5:00 pm CST

Present: S. Peterson, A. Stonecypher, D. Henrich, J. Ross, D. Rogers

1. Presentation by A. Stonecypher
 1. A. Stonecypher shared a balance sheet reflected \$33,000 in bank account
 2. D. Henrich concerned about discrepancy of \$16,000 of undeposited funds
2. A. Stonecypher informed EC of email transmission she would be making to BOD
 1. EC requested copy of email before being transmitted
 2. EC recommended copy of email be attached to BOD Agenda
 3. EC recommended the email be discussed in the regular BOD meeting on 2/12/19
 4. EC recommended BOD meeting on 2/12/19 is modified to focus on financial issues expressed by A. Stonecypher
3. AMHA Office Building
 1. Discussion of options
 2. A. Stonecypher to contact Commercial Realtor to received evaluation of:
 1. Appraised sale value
 2. Appraise rental value
4. Evaluation of staff funding
 1. EC requested latest copy of Employee Policies manual - A. Stonecypher to provide
 2. EC requested copies any supplemental employee agreements - A. Stonecypher to provide
 3. Treasurer identified errors in payroll calculations. Requested updated payroll information with corrections for audit purposes - A. Stonecypher to provide
5. Evaluation of employee benefits
 1. Treasurer requested copy of Dental and Health Insurance invoices - A. Stonecypher to provide
 2. Review of cancellation of AMHA funded Dental plan - in effect February 2019
6. Evaluation of credit card expenses
 1. Treasurer requested access to American Express account for audit purposes - A. Stonecypher to provide
7. Review of current staffing
 1. EC determined all positions are necessary at this time
 2. EC does not recommended any additional staffing cuts at this time. EC would like BOD to identify other departments for reduction/increase of funds.
8. EC requested a list of tasks that could be reassigned to EC/BOD members to lesson load on A. Stonecypher

1. One suggestion by A. Stonecypher - Farm ads on web site
9. EC assigned responsibilities:
 1. Farm Ads - D. Rogers
 2. Modified Agenda for Emergency BOD meeting - L. Murray
 3. Review of A. Stonecypher email - all EC members
 4. Transmission of BOD Agenda and A. Stonecypher document - S. Peterson

Meeting adjourned 6:30 CST