



Governing Board Meeting Minutes December 17, 2024

Zoom Meeting: <https://bertnash-org.zoom.us/j/91945363710?pwd=bTU2T2dySW5PckVtLyt2TDIxTUFDdz09>

Members Present:

Patrick Schmitz, President & CEO
Matthew Herbert, Chair
Gene Dorsey, Treasurer
Ehren Feldmeyer
Kat Couvillon

Kirsten Kuhn
Kristin Magette
Josh Davis
Clay Britton
Christina Haswood

Members Absent:

Barbara Ballard
Jay Armbrister
Tina Rosenthal
Kristina Edwards

Staff Present:

Carrie Combs, Director, Executive Administration
Stephen O’Neill, Chief Operations & Strategy Officer
Amalia Mendez, Senior HR Director

Emily Farley, Chief Advancement Officer
Mike Meigs, Senior Director of Finance and Admin.

Others Present:

Tricia Masenthin, The Lawrence Times
Brad Finkeldei, Steven’s & Brand
Paul Satterwhite, Spencer Fane
Cynthia Darting & Trae Shelton BT&Co.

I. Call to Order

Matthew Herbert called the meeting to order at 7:32 am.

II. Online Meeting Guideline Review

III. Public Comment

There were no members of the public present.

IV. Consent Agenda

Matthew Herbert requested a motion to approve the consent agenda (November minutes, October Financials, Building Bert Nash Report & December CEO Report); so moved by Gene Dorsey; seconded by Matthew Herbert; approved by all with the exception of Christina Haswood who abstained.

V. Audit Report – Cynthia Darting, BT & Co.

- Cynthia presented the fiscal year 2023 financial audit results, which had been shared with the board prior to the meeting.
- BT&Co conducted both a financial statement audit and a compliance audit (single audit) for the Bert Nash Center.
- The Bert Nash Center received the highest possible opinion on its financial statements, marking an outstanding result.
- The single audit concluded with an unmodified opinion on all major programs at the Bert Nash Center.
- No findings were reported, and there were no significant or unusual transactions in fiscal year 2023.
- All estimates and the processes used to determine them were deemed reasonable.
- The Bert Nash Center earned a clean audit report, reflecting a high standard of financial integrity.

Matthew Herbert requested a motion to approve the Audit Report, so moved by Josh Davis, seconded by Clay Britton, approved by all.

VI. Executive Session – Real Estate Matter

Matthew Herbert requested a motion to move into Executive Session for real estate matters for 20 minutes; seconded by Gene Dorsey, approved by all. Moved into Executive Session at 8:10 am.

Attendance: Kirsten Kuhn, Gene Dorsey, Carrie Combs, Patrick Schmitz, Emily Farley, Matthew Herbert, Mike Meigs, Amalia Mendez, Kristen Magette, Josh Davis, Kat Couvillon, Clay Britton, Brad Finkeldei, Stephen O’Neill, Ehren Feldmeyer, Christina Haswood

Matthew Herbert requested a motion to move out of Executive Session; seconded by Gene Dorsey, approved by all. Moved out of Executive Session at 8:10 am.

VII. Executive Session – Personnel Matters

Matthew Herbert requested a motion to move into Executive Session for personal matters for 20 minutes; seconded by Gene Dorsey, approved by all. Moved into Executive Session at 8:10 am.

Attendance: Kirsten Kuhn, Christina Haswood, Gene Dorsey, Josh Davis, Carrie Combs, Patrick Schmitz, Emily Farley, Matthew Herbert, Mike Meigs, Amalia Mendez, Kristen Magette, Ehren Feldmeyer, Clay Britton, Kat Couvillon, Paul Satterwhite, Stephen O’Neill

VIII. Action Item

a. Vote to Select Lyn Smith Award & Pioneer Award Winners

Matthew Herbert requested a motion to select Kelvin Heck as the Lyn Smith award winner and VanGo as the Pioneer award winner; so moved Gene Dorsey, seconded by Matthew Herbert; approved by all.

IX. Adjourn

Matthew Herbert requested a motion to adjourn; so moved by Clay Britton, seconded by Matthew Herbert, approved by all. Meeting adjourned at 8:39 am.

The next Bert Nash Governing Board meeting will take place on Tuesday, January 28 from 7:30-9:00 am via Zoom/in person.