

**St. Charles County  
Community Assistance Board**

Teams Virtual Meeting

**Meeting Minutes**

**September 8, 2020**

**Meeting Facilitator: Caty Beilsmith, chair**

**Attendance:** Christy Weber; David Bardgett; Carissa Figgins; Cindy Syberg; John Glenn; Pat Leone; Melinda McAliney. Don Brannam was absent.

**Guests:** Pinar Turker (St. Charles County); Robert Myers (St Charles County); Cheryl Clerkley (NECAC), Christine Rupp (Preferred Family Health); Kathy Henderson (Sts. Joachim and Ann); Dawn Tegler (Youth in Need); Dottie Kastigar (Community Council); Lauren Muehling (Habitat); Kathy Thompson (LINC); LaKeysha Fields (Salvation Army); Karen Ehlmann (Volunteers in Medicine), Lindsay Kyonka (Crisis Nursery), Karleen Rogers (Tri -County Probation and Parole); Brittni Cebulak; Linda Buschman.

- I. **Call to order** at 7:00pm
- II. **Pledge of Allegiance**
- III. **Public Comment** – no comments
- IV. **Approval of June 30, 2020 Minutes** – A motion was made, and seconded to approve the minutes. Minutes were approved.
- V. **New Business**
  - Oaths – Melinda McAliney, Pat Leone, and Caty Beilsmith – Melinda, Pat and Caty took the oath of office.
  - 2021 Applications – Pinar sent out summary information concerning the applications that have been received in an email prior to the meeting, along with the 2019 service report and current 5-year plan. There was some discussion about expected revenue this year, but County staff did not yet have estimates on revenue that would be available. Board members are reminded to review the applications in the portal.
  - 2019 Service Report & 2018-2023 - 5-year plan - Dave commented that Service report and 5-year plan were well done, thanks to Pinar. Melinda also wanted to thank the agencies for all of their efforts and great reporting for the 2019 service

report. Caty requested a motion to approve the service report and the 5-year plan. Motion was made, seconded, and approved.

- October and November presentations – Pinar posted a link for agencies to sign-up for their presentations. A discussion was held around whether meetings should be held in person or remotely. Robert suggested that if the CAB meeting was held in person, the meetings should probably be held at the county so the sheriff's department can do the screenings. Dawn and Christine commented that they were all attending meetings remote at this point. Robert noted that Rm. 116 or County Council chambers in the County administration building could accommodate in person and virtual meetings. Agencies were asked if they had a preference. Crisis Nursery, Habitat, Salvation Army, LINC and NECAC commented that they prefer virtual meetings. Care Service said they could do in person if preferred. It was decided to hold the agency presentations virtually at the October and November meetings. Agencies who have handouts for the board are encouraged to scan and send the handouts ahead of the meeting where they are presenting their application.

**VI. Adjournment - Dave motioned to adjourn. Meeting adjourned 7:24pm**

**VII. Next Meeting Date:** Tuesday, October 13, 2020

**Location:** Meeting will be held virtually. A link will be sent out prior to the meeting.