**KATLC Board of Directors Meeting**

December 13, 2012

Charles McDowell Center

Louisville, KY

**Members Present:** Rowena Holloway, Kathy Sheppard-Jones, Sheila Levy, Chair; Dave Matheis, Jerry Wheatley and Sandra Williams

**Members Absent:** Jackie Butts

**Staff Present:** Lois Carey and Sarah Richardson

**Guests Present:** Jimmy Brown, KATS; Dave Ising Fifth Third Bank and Patrick Shirley, Attorney for Education and Workforce Development Cabinet

Meeting called to order by Vice Chair, Row Holloway at 9:05 AM and introductions were made.

**Motion to Approve September 12, 2012 Minutes**

Motion to approve the September 12, 2012 minutes made by Jerry Wheatley, second by Kathy Sheppard-Jones. Motion carried unanimously.

**Fifth Third Loan Report**

Dave Ising reported for Fifth Third Bank. Dave reported he had changed the bank account to no longer reflect a service charge. Sarah Richardson reported the outstanding loan balance as of October 31, 2012 was $1,958,984.96 and 326 outstanding loans.

The Board requested 5/3 Bank provide addition information of the majors on the credit report and also provide additional information on tax liens. Dave Ising, 5/3 Bank representative, agreed to provide information on future credit reports.

**Agency Report**

**Loan Verification Report**

27 Approved Loans

15 Denied Loans

1 Incomplete

1 Withdrew

**Motions to affirm E Group Votes**

**Motion to affirm the approved loans**

Motion to affirm the following approved loans: M0903 C-VA; M0905 S-A; M0906 B-V; M0908 B-A #2; M0911 R-V; M0912 L-A; M0913 S-V; M0914 S-A #2; M0916 B-A; M0917 C-HM #2; M0918 M-A; M0919 S-L; M0920 B-A; M0921 A-A; M0922 E-A; M1002 S-A; M1003 H-A; M1004 W-A; M1006 T-V; M1009 C-A; M1010 W-V; M1011 P-A; M1101 B-A; M1102 A-V; M1103 M-A; M1201 E-A and M1203 C-V made by Jerry Wheatley, second by Kathy Sheppard-Jones. Motion carried unanimously.

**Motion to affirm the denied loans**

Motion to affirm the following denied loans: M0907 B-V; M0909 S-A; M0910 S-V #2; M0915 S-A; M1001 W-C/VA; M1005 B-A; M1007 S-HM; M1008 R-V; M1012 Q-A; M1013 N-A #2; M1014 M-A; M1104 H-A; M1105 S-A; M1202 U-A; and M1202 U-A #2 made by Jerry Wheatley, second by Row Holloway. Motion carried unanimously.

**Incomplete Loans**

Sarah reported 1 incomplete loan for a hearing aid. Motion to affirm incomplete loan made by Dave Matheis, second by Jerry Wheatley. Motion carried unanimously.

**Withdrawn Loan**

Motion to affirm withdrawal of loan M1106 C-V for a van with modifications made by Sandra Williams, second by Row Holloway. Motion carried unanimously.

**Motion to affirm E Group Votes on Polls**

**Motion on Van Mileage – Poll # 129**

Motion to affirm the application for a 1999 van with 161,000 miles made by Jerry Wheatley, second by Kathy Sheppard-Jones. Motion carried unanimously.

**Motion on AT (Smart Phone/I Phones) – Poll # 130**

Motion to affirm Smart phones and I phones as assistive technology for individuals who are blind or visually impaired made by Jerry Wheatley, second by Kathy Sheppard-Jones. Motion approved unanimously.

**Motion on AT (Hearing Aids by mail) – Re-Vote on Poll # 131**

Motion for Sarah Richardson to send a letter to the applicant explaining the boards concerns and to reinforce to the consumer the loan will need to be repaid even if the hearing devices do not work but if applicant insists on sending the application to the bank then so do made by Jerry Wheatley and second by Row Holloway. Motion carried unanimously.

**Financial Reports**

KATLC has spent $34,551.61 in operational expenses with a remaining balance of $44,689.74.

The balance in the bank account as of November 30, 2012, was $173,875.99.

Sarah reviewed the Laddered CD’s. The total value of the CD’s is $1,684,478.78 as of November 30, 2012.

**Marketing Activities**

Sarah reviewed marketing activities for KATLC from September 13, 2012 – December 12, 2012. A list of marketing activities and presentations are listed in the December 13, 2012 book.

The I Know Expo is being held in Lexington on April 14, 2013 from noon to 6:00 PM at Heritage Hall. The exhibit fee this year is $500.00. The Board discussed whether to exhibit due to the cost of the exhibit fee. Row Holloway will contact to see if still accepting vendors and the Commission for the Deaf and Hard of Hearing may attend and would be willing to take KATLC information. The Board reached a consensus for Row to pursue this avenue.

**Motion on promotional items**

Motion to approve $2,500 to purchase promotional items made by Jerry Wheatley, second by Row Holloway. Motion approved unanimously.

**Old Business**

**Customer Satisfaction Surveys and Report**

Sarah Richardson reviewed the customer survey for July - September, 2012. Survey included in the book. The Board asked what the cost was per quarter and year for this service. Sarah reported the cost per quarter is approximately $1,600.00 and for one year the approximately cost $4,938.00. The Board felt this was expensive and will check with HDI to confirm accuracy of charges. Dave Matheis stated he would check and report at next KATLC meeting in March.

**Review of Defaults and Repos**

The Board reviewed the 12 defaults listed in the December KATLC book.

L1202 I-A: Has been turned over to Enterprise Collections.

L0612 W-V/HM: No lien on van. 5/3 Bank sent Patrick Shirley, Attorney for the Workforce Development Cabinet a termination lien. Patrick is continuing to pursue the debtor. Sarah will call Enterprise to see if they will pursue since KATLC was assigned debt.

L0501 P-A: Has been turned over to Enterprise. Patrick Shirley will file claim against estate if notified of death of applicant.

L1008 S-SA: Turned over to Enterprise Collection.

L0418 B-V/HM: Vehicle was repossessed.

K0308 J-T: Turned over to Enterprise Collection.

L0903 B-A: Sarah Richardson will check date of death and if within time limits, Sarah will send to Patrick Shirley to file a claim against the estate.

L0901 S-A: Turned over to Enterprise Collection.

M0209 B-A: Turned over to Enterprise Collection.

M0408 L-A: Turned over to Enterprise Collection. Row Holloway will send Sarah Richardson a synopsis of the state law concerning returning hearing aids within 30 days. Sarah will post to e-group for vote and if approved will attach to approval letter sent to applicants. This process may alleviate some defaults by keeping the applicants informed of their rights.

H0403 T-V: Vehicle was repossessed

H1001 B-V: Vehicle was repossessed

KATLC is responsible for all applicable fees concerning the repossession of vehicles, such as auction fee, lot fee, repossession fee, etc. plus the $200 5/3 Bank processing fee. If funds are left over, money can be put back into bank account.

Sarah Richardson reviewed the Summary of Accounts and Past Due sheet. Sarah has broken down by year the types of technology still out on the books as of October 31, 2012.

Patrick Shirley and Shelia Levy saw no problem with Sarah Richardson reporting to the Board things that are verbalized in phone conversations with applicants or potential applicants concerning the loan.

**Asset Development**

Dave Matheis provided a report on the Asset Development Summit held on October 16, 2012 with approximately 50 individuals in attendance.

The Office of Vocational Rehabilitation is in the planning stages for the following asset development activities: 1) A pilot project for transition age students in four school districts, 2) A website with resources for asset development; 3) Summits being conducted in other areas of the state; and 4) Individual Development Accounts (IDAs) for consumers.

Dave Matheis suggested KATLC to do an IDA to help consumers buy vehicles or provide a down payment. Dave suggested KATLC provide $10,000 to help five people save money for a down payment for a vehicle over the course of the year and to match the money saved to assist in purchasing a vehicle. The positive outcome is the consumer saves money and may also help with the credit score of consumer. Patrick Shirley stated that he did not believe KATLC could give money for this project. Patrick will check with the Cabinet’s General Counsel and will report.

**Administration Regulatio**ns

Patrick Shirley stated there were a few grammatical changes on the proposed regulations. Regulations could be effective February 1, 2012. The hearing for the KATLC regulation changes will be December 17 at 9:00 at the Capitol Annex, Sarah Richardson will represent KATLC in the event of any program questions.

**New Business**

**Reappointments**

**Motion on Reappointments**

Row Holloway and Sandra Williams both agreed to serve if reappointed. A motion was made by Dave Matheis and second by Kathy Sheppard-Jones for Row and Sandra be submitted to the Governor’s Office for reappointment to the KATLC Board. Motion carried unanimously.

Patrick stated the Governor’s Office may require additional names for appointments and reappointments. Both are public positions. Additional names should be submitted to Sarah Richardson.

**Appeal M1204 U-A #2**

Loan M1204 U-A #2

Applicant loan M1204 U-A #2 requested an appeal of their denial. The applicant’s board sheet and credit report were read for the Board members. The applicant’s written statement was presented. Discussion was held regarding the application. The Board reach a consensus to use the original loan (M1203 U-A) application for the loan.

**Motion on (M1203 U-A)**

Motion to approve application with the step father as sole applicant made by Dave Matheis, second Row Holloway. Motion carried unanimously. Shelia Levy, Chair requested it be placed in the minutes that she would have voted to deny motion.

**Other**

**Next Meeting Dates**

The next regularly scheduled KATLC Board meeting will be March 28, 2013 at the McDowell Center at 9:00 AM. The June meeting is tentatively scheduled for June 27, 2013.

**Motion to Adjourn**

Meeting adjourned at 12:10 PM.