**KATLC Board of Directors Meeting**

June 1, 2016

Charles McDowell Center

Louisville, KY

**Members Present:** Jackie Butts, Keith Hosey, Dave Matheis and Sandra Williams, Vice-Chair

**Members Absent:** Rowena Holloway, Chair and Kathy Sheppard-Jones

**Staff Present:** Sarah Richardson and Nanci Soard

Sandra Williams, Vice-Chair, called the meeting to order at 9:04 a.m. Introductions were made and guests were recognized.

**Motion to Approve March 15, 2016 Minutes**

A motion to approve the March 15, 2016 Board of Directors minutes was made by Jackie Butts, second by Dave Matheis. Motion carried.

**Fifth Third Bank Loan Report**

Fifth Third Bank Representative, Justin Preece was absent during the meeting. Sarah Richardson reported on his behalf. She stated there are 181 loans with a balance of $834,291. She concluded the report by informing board members, the bank agreement is currently at Cincinnati and continues to move through the various departments. She said she does not foresee any issues.

**Program Director & Administrative Agency Reports**

**Loan Verification Report:**

8 Approved Loans

9 Denied Loans

0 Withdrawn Loans

2 Incomplete

0 Did not accept

1 Ineligible

**Motions to Affirm E-Group Votes**

**Motion to Affirm the Approved Loans**

Motion to affirm the following approved loans: Q0404 D-A, Q0406 C-A (override), Q0407 D-V (override), Q0502 D-V (override), Q0504 B-A (override), Q0506 B-V (override), Q0508 K-V (override) and Q0509 S-A (override), made by Keith Hosey, second by Jackie Butts. Motion carried.

**Motion to Affirm the Denied Loans**

Motion to affirm the following denied loans: Q0401 T-C, Q0403 G-A, Q0402 C-C, Q0405 M-V, Q0501 D-A, Q0503 W-L, Q0505 L-V, Q0507 A-V and Q0510 J-A, made by Jackie Butts, second by Dave Matheis. Motion carried.

**Incomplete Loans**

Sarah Richardson informed the board there were two incomplete applications for hearing aids. A motion was made by Dave Matheis to accept the incomplete applications, second by Keith Hosey. Motion carried.

**Withdrawn Application**

Sarah Richardson informed the board no applications were withdrawn. No motion was needed.

**Did Not Accept Loan**

Sarah Richardson informed the board all applications were accepted during this quarter.

**Ineligible Loans**

Sarah Richardson informed the board there was one hearing aid application that was ineligible due to the individual living out of state. A motion was made by Dave Matheis to affirm the ineligible application, second by Keith Hosey. Motion carried.

**Financial Reports**

Sarah Richardson provided the financial reports. She reported that one van defaulted for a balance of $420.00. A motion was made by Dave Matheis that the Board not repossess the van in question second by Keith Hosey. Motion carried.

Sarah then discussed the expenditures through July 2015 through April 2016. She said during that time period, KATLC has spent all funds with the exception of $16,183.98. She also said the June payroll and any June travel will be deducted from the account as well. Sarah informed the Board during the previous meeting, they initially agreed to transfer $15,000 but after further review of the account, this would not be feasible. She explained the Board would have the option to transfer the funds to the KATLC bank funds or leave it in the account. A motion was made by Dave Matheis that the balance remains in the account second by Keith Hosey. Motion carried.

**Fifth Third Bank Securities**

The Board reviewed the report and noted the upcoming investments requiring action.

**Past Due Accounts**

The Board reviewed the past due accounts. No action was taken.

**Marketing Activities**

KATLC staff had attended the ARC, Bridges and the Kentucky Association on Behavior Analysis as well as three transition fairs. Applications and brochures have been dispensed in areas of eastern and western Kentucky at various locations. Sarah Richardson is looking into sending out postcards with information about KATLC to current and potential vendors on a quarterly basis to keep reminding individuals and/or companies about the program.

**Old Business**

**Appointment Update**

Sarah Richardson stated Dave Matheis has been in contact with the Governor’s Office on two different occasions about when the Board will receive their new appointment. Dave had been informed both times that they were in the process of filling the position.

**Regulation Change**

Sarah Richardson discussed the regulation change. She said the current regulation states that an individual can have multiple loans with KATLC if the total does not exceed $25,000. Patrick only changed the amount to $50,000. Board member, Jackie Butts, suggested to the Board they keep this flexible for applicants. A motion was made by Keith Hosey to accept the proposed the administrative regulation, second by Dave Matheis. Motion carried.

N**ew Business**

Dave Matheis announced the Annual Summer Assistive Technology Workshops will be held in mid-June. He said there were round 95 people currently registered for the conference and expects a good turnout.

Mr. Matheis also announced the Kentucky Assistive Technology Services (KATS) Network is currently in negotiations with Public Health and Vocational Rehabilitation to conduct a functional assessment needs cooperative. He further clarified this effort would be similar to an emergency preparedness initiative.

**Next Meeting Dates**

The next KATLC Board will tentatively be held at the Charles McDowell Center in Louisville, KY on Wednesday, September 14, 2016.

**Motion to Adjourn**

A motion was made by Dave Matheis to adjourn the meeting, second Jackie Butts. Meeting adjourned at 10:14 a.m. Motion carried.

Submitted by:

 Nanci Soard

Approved by: Date

 Sandra Williams