**KATLC Board of Directors Meeting
June 14, 2017
Louisville, KY**

**Members Present:** Rowena Holloway, Chair; Keith Hosey, Shari ‘George’ Polur, Sarah Richardson, and Sandra Williams, Vice-Chair

**Members Absent:** Jackie Butts and Kathy Sheppard-Jones

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

**Guest Present:** Ben McIntyre, Fifth Third Representative

The meeting was called to order by KATLC Chair, Rowena Holloway, at 9:03 a.m. Introductions were made.

**Motion to Approve February 15, 2017 Minutes**A motion to approve the February 15, 2017 minutes was made by George Polur, second by Sandra Williams. Motion carried.

**Fifth Third Bank Loan Report**Ben McIntyre provided the Fifth Third Bank report. Mr. McIntyre said he has seen an increase in approvals during the last quarter as the criteria is more lenient than previous years. He then announced the prime interest rate is set at 4% and said there will likely be an increase in the near future. He assured the Board of Directors he will notify staff of the increase as soon as possible. Mr. McIntyre continued by discussing changes he has made in an effort to receive paperwork from applicants in a timely manner. Specifically, he has been highlighting the notary area which he stated is sometimes overlooked by applicants. As a result of this, he said he has seen an increase in completed and correct paperwork.

**Program Director & Administrative Report**Sarah Richardson stated there are 157 loans on the books with an outstanding balance of $758,235.31. Sarah said there have been 1,942 KATLC applications submitted since 2003. She said $260,517.70 in loans have been distributed this quarter.

**Agency Reports
Loan Verification Vote**29 Approved Loans
10 Denied Loans
 0 Withdrawn Loans
 2 Incomplete
 1 Did Not Accept
 0 Ineligible

**Motion to Affirm Approved Loans**Motion to affirm the following approved loans: R0205 D-V #2 (override), R0206 S-V, R0207 C-A, R0302 M-V, R0303 H-A (override), R0304 D-V #2, R0306 M-V #2 (override), R0307 W-A (override), R0309 M-A (override), R0310 G-A (override), R0311 C-V (override), R0313 C-A (override), R0401 R-A (override), R0403 S-A, R0405 D-V, R0406 K-A, R0407 S-BN #6 (override), R0408 O-A (override), R0409 R-A #2 (override), R0410 P-V (override), R0412 S-A, R0501 O-V (override), R0502 G-V #3 (override), R0503 R-A (override), R0505 S-L (override), R0507 J-A (override), R0601 N-A (override), R0602 M-A and R0603 R-A (override) made by Sandra Williams, second by Keith Hosey. Motion carried.

**Motion to Affirm Denied Loans**Motion to affirm the following denied loans: R0203 J-V, R0204 V-A, R0208 C-A, R0301 D-A, R0308 J-A, R0312 J-A #2, R0402 T-V, R0411 W-V, R0504 R-V and R0506 J-A made by Sandra Williams, second by George Polur. Motion carried.

**Motion to Affirm Incomplete Loans**Motion to affirm the incomplete loans for a van and a hearing aid was made by Keith Hosey, second by Sandra Williams. Motion carried.

**Motion to Affirm the Unaccepted Loans**Motion to affirm the unaccepted loan for a hearing aid (R0305 T-A) was made by Keith Hosey, second by Sandra Williams. Motion carried.

Board member, George Polur asked what specific criteria other board members use when making their decisions to approve or deny loans. Keith Hosey suggested taking into consideration living expenses of the individual and/or household that are not disclosed on the application to see if the loan could potentially become burdensome for the applicant. Board members agreed.

**Financial Reports**Sarah Richardson stated there is a $59,704.69 balance in the bank account. KATLC expenditures totaled $63,360.63 from July 2016 to May 2017. KATLC has 2 CDs maturing in August totaling $250,000. Sarah will contact Chris Maggard at 5/3 Securities to find out investment options for the funds.

**Defaults**The Board reviewed the current defaults looking for patterns to improve the decision making process in regards to the loans. Sarah Richardson stated the defaults currently total $27,966.87 between October 1, 2016 to September 30, 2017.

**Marketing Activities**Sarah Richardson reported on KATLC marketing activities. She stated staff exhibited at the Kentucky Speech and Hearing Association (KSHA) conference, the ARC conference, Grandparents Raising Grandkids conference, Transition fairs across the state, and the Bridges conference.

**Old Business
Appointments**Sarah Richardson had nothing to report in regards of appointments.

**New Business
Agreement Amendment**The Board of Directors discussed changes to the bank agreement. Sarah stated the maximum amount for vehicle modifications need to be changed from $25,000 to $50,000 due to the regulation changes. A motion was made to amend the bank agreement to increase from $25,000 to $50,000 as the maximum limit for vehicle modifications by Keith Hosey, second by Sandra Williams. Motion carried.

Language needs to updated in regards to the calculation for taxable income. The agreement states, “taxable income is counted at 100% of (pre-tax) gross. Nontaxable income, such as disability, Social Security and certain forms of retirement income, is ‘grossed up’ by dividing the amount by .072, as shown in the following example: Monthly Social Security $735.00/.072=$1,020.83”. She said the change will need to be made to .8 which would change the amount to $918.75. A motion was made to accept the change of .8 by Keith Hosey, second by Sandra Williams. Motion carried.

**Application Update**Sarah Richardson presented proposed changes to the application packet. The application has not been updated since 2015. Below is a list of the proposed changes:

* First Page of Packet – Remove banner to the left and insert logo at top of the page. Add address, phone number and website address.
* Second Page of Packet – “How do I apply” – Include language to direct applicants to write their state issued ID card information on the copy before submitting it with their application and additional information. Remove language to indicate that if a third party is paying for a portion of the assistive technology then verification is required. Underline “SSI is NOT accepted as a form of verification of disability” and bold.
* Third Page of Packet – “How much money can I borrow” Update maximum amount language. Add information about what a price quote should include. Add four questions - “What happens after the approval?”, “What happens if I am denied?”, “Where can I set up my payments?” and “Can I set up automatic payments?”
* Fourth Page of Packet – Add “Please print in blue or black ink”. Add if PO Box address provide street address. Delete “How did you find out about this program?”. Move “Third party information” from fifth page of packet to the fourth page. Add the below
	+ “If you are approved for a loan, do you prefer: check one:
		- Loan documents mailed
		- Loan documents completed at a local Fifth Third Bank branch. If so, please provide the bank’s street address\_\_\_\_\_\_\_\_\_\_\_\_.”

A motion to accept all changes as outlined above was made by Sandra Williams, second by Keith Hosey. Motion carried.

**Next Meeting Date**The next KATLC Board of Directors meeting will be held on Wednesday, September 20, 2017 at the McDowell Center in Louisville KY.

**Motion to Adjourn**A motion was made by Keith Hosey to adjourn the meeting, second by Sandra Williams. Motion carried. Meeting adjourned at 11:40 a.m.

Submitted By:

Approved By: