# GMSS Board Meeting Minutes

*August 28, 2025*

*Virtual*

**Attendees (board)**: Sarah Henshaw, David McAllister, Bill Ashe, Martha Ide
**Attendees (Staff):** Elizabeth Walters, Shannon Barbela, Mikayla Carpenter, Salvador Acosta
**Attendees (invited):**

| Agenda item | Summary of discussion | Actions taken | Follow up |
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| Meeting began at 5:30pm | | | |
| Mission Moment | Board begins each meeting noting one thing they've done since the last meeting that furthers the GMSS mission. | | |
| Review and Approval of April 2025 and May 2025 Meeting Notes | | Motion to approve: passed | |
| Financial Committee Update | Dave shared and discussed the Balance sheet. Cash receipts are up. Total Assets are not varying much. By comparison, last year there was a discrepancy of $400,000. June Surplus of $160,000 noted. Staff controlled expenses very well. Loss noted is explainable due to client census losses. Agency is sound. | | Add audit training for board into board annual calendar. |
| Budget 2026 Presented | Shannon presented the recently constructed budget. Revenues with 2% increase is a safe estimate. Salaries increased 3.25%.<br><br>Operating Expenses are at a 2% increase. Mileage is adjusted for federal rate. Request for the GMSS Board to vote on this increase as a vote of support for the staff.<br><br>Building category shows slight increase, maintenance is up to date.<br><br>Overall, this is a conservative budget. This is a time of new payment reform. This proposed Budget is related to services GMSS provides. | Motion to approve then amended to include the mileage increase at the federal level to begin on first day of next pay period, 8/31/25, was passed. | |

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| | Board Updates: Sarah to continue to seek Board candidates. Board members encouraged to do same. Seven board members is the minimum requirement. Our count is at four members.<br><br>Sarah also let the board know that Michele will be stepping away from the Secretary role and that Martha kindly is stepping in on an interim basis.<br><br>Reminder to Board to use businesses that support GMSS clients. | | |
| Board Retreat | Handout: Priorities: Create Mission Statement. Sarah is seeking a consultant to guide us with tis effort.<br><br>Board Fund Raising | | Discussion of Board Fundraising postponed to next Board meeting. |
| Executive Director Update | Elizabeth reported that negotiations with the state continue for a "Provider Agreement." Agencies have not signed yet.<br><br>Employee Survey results are for much different that 2023 results. Shannon offered that the 2026 Budget had necessary changes made. To address concerns. GMSS Leadership trusts employees with the truth.<br><br>Building Lease is up in ONE year. Property appraised at 1.1. Owners want 2.0.<br><br>More discussion at future meetings. | | Discussion of building purchase at future Board meetings. |
| Public Comment | The public was invited to make comments or pose questions to the board. | | |

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| Next Meeting | Next meeting will be 10/2/2025 Virtual | | |

The meeting ended at