

CHRISTIAN CENTER OF PARK CITY
MINUTES OF THE ANNUAL BOARD MEETING
Saturday Oct. 30, 2021 starting at 4:00 pm
Meeting held via Zoom and in person at CCPC's Park City Campus

Board Attendees: Greg and Laurel Spencer, Greg and Jacki Zehner, Jim and Judy Bergman, Linda Wells, Doug and Deb Schillinger, Byron Russell, Jim and Susan Swartz.

*On Zoom: Doug Wells

Board Absences: Geralyn

Staff: Dr. Rob and Leah Harter, Matt Melville, Catherine Kirchheimer

*On Zoom: Dan Moak, Dell Ledbetter

Meeting Agenda:

-Welcome, Overview of Meeting and Opening Prayer: Dr. Rob Harter, Executive Director

-Approve minutes from previous meeting: Jim Bergman motioned and Doug Schillinger seconded. Unanimously approved.

-Debt Payment Proposal from March 2021 meeting:

We voted in March 2021 to set aside a portion of money into a separate money market account that will be dedicated to helping to pay down our loan amount with Zions. We were to check back in 6 months as a board to discuss when to apply this money that was set aside and how much to apply to the loan payment. At this meeting, which was over 6 months from that meeting in March, we voted to approve this decision.

We will apply \$400,000 as debt payment towards our loan with Zions.

Greg Spencer motioned, Doug Schillinger seconded. Unanimously approved.

-Counseling Report: Greg Zehner: Leah Harter and Catherine Kirchheimer

-Program Report: Matt Mellville introduction and overview

-Development: Dan Moak (Board Committee Chair Geralyn Dreyfous is absent) Endowment discussion, decision

We voted to approve pursuing the setting up of an endowment for CCPC. Doug Schillinger motioned and Greg Zehner seconded. Unanimously approved.

Doug Wells and Byron Russell will serve as the Board Committee leaders for this.

-Finance Report: Board Finance Chair Doug Wells and Rob Harter

-Operations Report: Dell Ledbetter

-Four Key Strategic Discussion Items

Staff are excused except ED who will meet with Board alone

1) Staff Compensation and Compression analysis and recommendation

-It was approved by the board that CCPC would offer a 403b matching of 2%, that we would bump our minimum wage to \$15/hr, that we would allow some staff where appropriate to work remotely some of the time, and that we will offer two additional days of paid time off for two days around July 4th applicable for all staff, including Part Time staff for just these two days.

2) Staff Structure recommendation from Mission Impact Committee

-New staff structure was approved as presented. Rob as Executive Director will go from having 7 direct reports to 4, and those 4 will only be directors. Leah will remain as "Clinical Director" of the Counseling Department directly reporting to the Board Sub-Committee overseeing Counseling.

3) Heber Building/Expansion of Mental Health services

-The board agreed that the Heber building option on Intermountain's land was not a viable option for us to pursue at this time. Rob was asked to approach Intermountain to inquire about a large grant of \$3 to \$5 million which could make this viable if that size of a grant was available.

4) Policy Update from Mission Impact Committee

-The board proposed and approved a policy change asserting that no one will be allowed to carry a concealed firearm on any CCPC campus, in Park City or Heber. This decision and policy change will be presented to the staff by board members along with plans for an updated safety training that will coincide with this policy change.

-There was no Executive Session

-Meeting Adjourned