

**Notice of Open Meeting  
And Vote to Close Part of the Meeting**

Notice is hereby given that the Board of Platte County Senior Citizens Service Fund will conduct a meeting at 9:00 a.m. on Wednesday, December 13, 2023. An In Person and Virtual Univerge Blue Meet Video Conferencing platform is available for your convenience. To access the public meeting go to:

Meeting URL: <https://www.meetuniverge.blue/994-171-927?pwd=GG24nN3upvtTdXDCVePVPFWHryl-7Wfdmx-lpKhv-8M>

Optional Dial-In Number: +15717484021

PIN: 994-171-927#

Quick dial (mobile): +15717484021,,994-171-927#

Password: 7n2ll25l

To consider and act upon the following tentative agenda and such other matters as may be presented and deemed appropriate for discussion at this time.

Tentative agenda of this meeting also includes:

- I. Call to Order and Roll Call
- II. Approval of Agenda
- III. Public Comments – limited to 5 minutes per person including discussion
- IV. Comments by Chairman
- V. Approval of Minutes
- VI. Discussion Items
- VII. Action Items
  1. Election of Officers
  2. 2024 Platte County Holiday Schedule – Juneteenth
  3. 2023 PCSF Senior Citizen Community Grant – contract extension
- VIII. Financial Reports
  - A. Budget
    1. Budget Analysis Highlights
    2. Year to Date Profit & Loss Invoicing as a % of Budget Performance
    3. Current Month & Year to Date Invoicing vs Budget Comparison
    4. **October DOS** Service Type Summary Using Date of Service Expenses
    5. **October DOS** Monthly Date of Service Expense vs Budget Tracking
    6. **October DOS** # of New Households Added to Database per Month
    7. # of New Users of Transportation Service per Month
    8. **October DOS** Service Projections – Using Date of Service Expenses
    9. Bank Balance on Hand Report
    10. Expenses by Vendor Summary
    11. Balance Sheet
  - A. Bank Activity
    12. Reconciliation Detail
    13. Reconciliation Summary
  - B. UMB P-Card Activity
    1. Reconciliation Detail
    2. Reconciliation Summary
  - C. To be distributed at the board meeting
    1. Check / ACH / P-Card / Payroll Summary (Current Bills to be Paid)
- IX. Reports
  1. Statistical Report
  2. Administrative Assistant Report
  3. Senior Case Manager’s Report
  4. Executive Director’s Report
- X. Board Members/Unscheduled Comments
- XI. **CLOSED SESSION -Pursuant to RSMo 610.021 (1) to discuss legal action or contract specifications as determined necessary by the Board**
- XII. Adjourn

\*\* The agenda for the meeting includes a vote to close this meeting pursuant to RSMo 610.021 (13) to discuss personnel issues and pursuant to RSMo 610.021 (1) to discuss legal action or contract specifications as determined necessary by the Board.

The news media may obtain copies of this notice by contacting:

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