

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, February 28, 2024. 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://meeting.meetuniverge.blue/283-798-053?pwd=NxrX7Rq11RYM8UEwgN3rgtMkhPwX1i0cSe4b711YW-M>

Optional Dial-In Number: +15717484021

PIN: 283-798-053#

Quick dial (mobile): +15717484021,,283-798-053#

Password: q141zy9l

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
 1. Michelle Ford, Executive Director, Platte County Community Center – South and Sarah Srock, Healthy Living Director
- IV. Comments by Chairman
- V. Approval of Minutes
- VI. Discussion Items
 1. PCSF 30th Anniversary Open House
- VII. Action Items
 1. PCSF Bylaws – 1st Reading
 2. PCSF Standing Rules – 1st Reading
 3. PCSF Transportation Task Force Committee
 4. PCSF Inclement Weather Policy – Personnel Manual
 5. QuickBooks Desktop Update
- 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. Service Type Summary Using Date of Service Expenses
 5. Monthly Date of Service Expense vs Budget Tracking
 6. # of New Households Added to Database per Month
 7. # of New Transportation Users per Month
 8. Service Projections – Using Date of Service Expenses
 9. Bank Balance on Hand Report
 10. Expenses by Vendor Summary
 11. Balance Sheet
 - B. Bank Activity
 1. Reconciliation Detail
 2. Reconciliation Summary
 - C. UMB P-Card Activity
 1. Reconciliation Detail
 2. Reconciliation Summary

- D. To be distributed at the Board Meeting
 - 1. Check/ACH/P-Cared/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 (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.**

- 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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