



| Commissioners          |                    |
|------------------------|--------------------|
| Emmet Pierson, Jr.     | Chair              |
| Barbara Henson         | Vice Chair         |
| Kathryn Kelsey         | Member             |
| Tameka Bryant          | Member             |
| Dr. Syrtiller M. Kabat | Member             |
| Phyliss Edson          | City Liaison       |
| Erik A. Berg           | Executive Director |

**MEETING AGENDA FOR BOARD OF COMMISSIONERS**

**November 6, 2019 at 7:00 PM.  
111 SE Grand Avenue, Lee's Summit, MO 64063**

**ATTENDANCE BOARD AND STAFF:**

|                             |       |                     |       |
|-----------------------------|-------|---------------------|-------|
| Emmet Pierson               | _____ | Kathy Kelsey        | _____ |
| Barbara Henson              | _____ | Dr. Syrtiller Kabat | _____ |
| Tameka Bryant               | _____ | Erik Berg           | _____ |
| Phyliss Edson, City Liaison | _____ |                     |       |

**CONSULTANTS/GUESTS:**

None

**CALL TO ORDER – Emmet Pierson, President**

Time: \_\_\_\_\_

**Approval of Agenda:**

M \_\_\_ S \_\_\_ A \_\_\_ N \_\_\_

**INTRODUCTIONS**

**AGENDA**

**CITY UPDATE** – Phyliss Edson, City Liaison

**CONSENT**

NOTE: Items within the Consent Calendar are routine in nature and do not normally require discussion. All items are approved with a single action.

- A. Meeting Minutes Approval – October 2019 Board Meeting
- B. Expense Report 10/01/2019-10/31/2019
- C. Reports of the Executive Director

The Board is being asked to approve the following reports:

- Occupancy
- Financial
- HQS Inspection Summary
- Resident Functions – Pot Luck Dinners – November 8 at Lee Haven & November 15 at Duncan Estates. VNA is conducting blood glucose and blood pressure checks at wellness clinics each month

- D. Capital Improvements Report

The Board is being asked to approve the following reports:

- Security Systems – Watchmen Security is installing cameras & access control right now.
- Streetlights – Work shall begin mid-to-late October.
- Vehicle Fleet – The Executive Director is sending out an RFP to three Lee’s Summit car dealerships for a minivan to replace our current 1997 Chevrolet 15-passenger vehicle.

ACTION

- FY-2020 Agency Budget
- Resolution 558 – Writing Off Checks Over 90 Days
- Resolution 559 – Removal of Vehicles from Fixed Assets
- Resolution 560 – Security Deposit For Club House Rental

DISCUSSION

- E. FY-2020 Agency Budget
- F. Security Deposit for Club House Rental
- G. Development
- H. Staff Updates
- I. Training & Events
- J. Other Discussion

ADJOURNMENT

Time: \_\_\_\_\_

NEXT MEETING

December 4, 2019 – 7:00 CST