

BOARD MEETING MINUTES

CLOSED SESSION

BOARD MEETING MINUTES AREA AGENCY ON AGING, REGION X August 13, 2024

1:15 PM

I. Roll Call to enter into closed session:

John Bartosh, Jasper County-Board Chairman “present”
David Johnson, Barton County-Board Secretary “present”
Bryan Hall, McDonald County “present”
Daniel Swem, Newton County “present”

Staff Present:
Jennifer Shotwell, CEO

II. Purpose: To discuss a personnel matter.

Discussion:

- Our CFO Kelly Samuel has been suspended with pay for up to two weeks due to complaints.
- Presentation of complaints received since July 11, 2024.
- Actions to be taken:
 - Investigation will be conducted by CEO Jennifer Shotwell.
- Action taken:
 - Stronghold Technology has temporarily shut down Kelly’s email & computer access.
 - SMB Bank access discussed.

*Daniel Swem motioned for a resolution to temporarily remove Kelly Samuel as an online administrator and her email access to the SMB online banking system; and if reinstated, to be added back, second by **Bryan Hall**. Motion carried.*

Follow-up Special Board Mtg: Wednesday, August 21 at 9 a.m. | Central Office

Agenda: to obtain Kelly’s input; Jennifer to supply investigation results & recommendation.
Board to decide the outcome of the situation.

III. Roll Call to end closed session:

John Bartosh, Jasper County-Board Chairman “present”
David Johnson, Barton County-Board Secretary “present”
Bryan Hall, McDonald County “present”
Daniel Swem, Newton County “present”

1:44 p.m. Return to Regular Session