



June 2026 Board of Directors Meeting Minutes
June 19, 2026; 12:00 to 2:00 pm

Attendance: Hilary Koehn, Amber Dejmal, Emily Goetz, Nicole Gilmore, Tabitha Morris, Monique Koerner, Maria Torres, Janet Cody, Aaron Grunewald, Amanda Gotts, Stacie Daniels, Dana Clary, Colette Greene, Brittany Denson

Meeting started 12:08pm

Introductions: Brief introductions, official introductions will happen in July

Audit report, Colette Greene

- Reviewed Governance Letter from SSC and noted uncorrected misstatement
 - The financial statement disclosures are neutral, consistent, and clear.
- Reviewed Signed Management Representation Letter
 - stated the uncorrected misstatements and the ways they were adjusted, confirmed compliance with producing all documents requested, supplementary information has been included and KPATA takes responsibility for those
- Reviewed Adjusting Journal Entries
- Overall clean audit, 3 adjustments as noted
- Reviewed Financial Statements and Audit Report
 - Shared some changes with reporting as a result of bringing on Supporting Care Providers
 - Explained areas this affected
- Additional conversations will be happening with Hilary and Colette as they transition to quick books for approvals and utilizing electronic signatures.
- Colette thanked KPATA for clean audit and great communication during the process

Noted and received

Elizabeth Durkin joined the meeting

Approval of [May Minutes](#)

Janet moved to approve the May minutes as presented, Stacie seconded, passed unanimously

President Report, Amber Dejmal

- Outgoing/Incoming Board Member Conversations - noted which meetings have occurred and which are in process of scheduling

Allee Huninghake and Angie Mendez joined the meeting

- Reviewed Executive Director Goals and Progress during program year
 - [Update on ED Goals and Progress](#)
- Reviewed Executive Director Evaluation Summary
 - [Annual Executive Director Evaluation Summary](#)

Noted and received

Executive Director Report, Hilary Koehn

- [June Executive Director Report](#)
- Thank you Janet and Angie

Noted and received

Bylaws, Policies and Procedures, shared by Janet Cody

- *Addition to Policy 3006: Procedures for Personnel Committee*
 - o <https://docs.google.com/document/d/1yr3OwA1AT74cBJ7eVDBP2vD8Zy6cc4SP4RdPkq2QTy8/edit?tab=t.0>

Janet moved to accept additions to Policy 3006 as presented, Dana seconded, 9 voted yes, no opposed

- *New Policy: Electronic Signatures for Financial Documents*
 - o <https://docs.google.com/document/d/1pAw58y1Zd4mwv6wmttGQ7gDLZcfGMn3CrwNLsEqi9o/edit?tab=t.0>

Janet moved to adopt the new Policy as presented, Tabitha seconded

Discussion:

- Adding other positions to the policy who could sign electronically, like the president, Hilary will discuss this with Colette from SSC when they meet and we would be able to make additions to the policy as needed following that discussion, this mostly comes into play with signing checks over a certain amount

- This policy would be specifically for financial documents, but there will likely be additional conversations about electronic signatures for other documents as well.

9 voted yes, no opposed

Finance Report, Aaron Grunewald

- Review May Financial Documents  Finance Documents - Post-Reviewed
 - Review of Balance sheet with April expenses being received in June and not captured by MAY 31 date of documents
 - Adjustments Colette mentioned are in line 48 for SCP
 - Review of Profit & Loss, noted OAE calibrations happened in this reporting period, increasing typical monthly expenses.
 - Increase of income due to SCP receiving additional funding

Aaron moved to approve the May financial documents, Janet seconded, 9 voted yes, no opposed

- KPATA Budget update  KPATA Budget 2026-2027 for Board June 2026.xlsm
 - Budget revision presented for Supporting Care Providers, reduction in overall budget to match PATNC cost per family

Aaron moved to approve the budget revision, Maria seconded

Discussion:

- Previous budget was \$562,000-\$565,000
- See revision notes for detailed report
- The change in expected income to match expenses will be reduced in fundraising efforts

10 voted yes, no opposed

Advocacy Committee Report, shared by Hilary Koehn

- The committee will resume meeting in July

Noted and received

Education and Training Committee Report, shared by Maria Torres

- The committee will resume meeting in July
- Training schedule will be emailed out to members next week

Noted and received

Personnel Committee, shared by Amber Dejmaj

- The committee will resume meeting in July

Noted and received

Membership and Nominating Committee, shared by Dana Clary

- Committee did not meet in June but had follow-up emailed communications
- PE of the Year Nominations document shared
 -  PE of the Year nominations 2026.docx
 - Announcement will be in July or August Newsletter
- Membership Feedback:
 - o  2025-26 KPATA Membership Feedback compiled.pdf

Noted and received

Supporting Care Providers Update, Hilary Koehn

- Baum Family Foundation Grant Award, \$25,000 General Operating Expenses
- New Hire June 1st:
 - o Alicia Rodriguez-Montanez, Bilingual Provider Educator

FFPSA Committee, shared by Jacki Himpel

- Family First website link: [Family First Impact | Family First Prevention Services Act](#)
-  FF Evaluation Report_May2026.pdf
-  FFPSA 6.1.2026 Meeting Minutes
- In process of wrapping up fiscal year and utilizing remaining budget as applicable, have purchased items for family with focus on safety and development items

Noted and received

Meeting adjourned at 1:57pm

Next Meeting: July 17th - 12 to 2 pm