



**Minutes of the Regularly Scheduled Meeting
Board of Directors
Platte County Connections
Tuesday, July 21, 2026**

Call to Order: The meeting was called to order at 5pm by Dr. Kingsley

Members Present: Jeff Koski, Nancy Felix, Dr. Kingsley, Sam Sinclair

Members Absent: Stuart Anderson, Karen Bryant, Sandra Thompson, Bill Bing

Members Present Online: Susan Finn, Dr. Shafe, Adam Tholen

Staff Present: Drew Ehrlich, Martha Jaynes, Chad Sinnwell, Tim Coleman, Nikki Peterson

Staff Present Online: n/a

Guests: n/a

Roll Call: Roll call of those in attendance.

Approval of PCC Board Agenda – July 21, 2026: A motion was made by Jeff Koski and seconded by Sam Sinclair to approve the agenda. The motion was approved.

Approval of PCC Board Minutes – June 16, 2026: A motion was made by Nancy Felix and seconded by Jeff Koski to approve the minutes as presented. The motion was approved.

Current Special Circumstance Funding Request

The Board reconsidered a request for \$2,870 to assist with the remaining cost of a home modification needed to improve bathroom accessibility for an individual with mobility limitations. Martha reported that the individual had been approved for \$20,000 in Missouri Department of Mental Health waiver funding over two funding years. The waiver funding covered nearly 90% of the total project cost, leaving a remaining balance of \$2,870.

Nikki outlined how the requestor had now looked for alternative funding sources before requesting assistance through PCC, including organizations that determined the individual was not eligible or were otherwise unable to provide funding. Board members discussed whether the request was consistent with the intent of the Catayoc Family Trust and agreed that the request represented the type of special circumstance the Trust was established to address.

A motion was made by Adam Tholen and seconded by Jeff Koski to approve funding of \$2,870. The motion was approved.

Special Circumstance Funding

The Board discussed the current process for reviewing and approving special circumstance funding requests. Martha explained that the funding guidelines include an emergent needs category but no formal written process outlining how requests exceeding established funding limits should be submitted or considered. Two options had been provided to Board members during the last PCC Board meeting.

Board members discussed the formation of the existing funding limits, lifetime funding limits, annual budget limitations, and the emergent needs provision allowing the Board to consider exceptions on a case-by-case basis.



The Board discussed factors that should be considered before requests are presented for Board review, including whether all other available funding sources have been exhausted, whether the request falls outside existing funding categories or established funding limits, and whether approval would exceed the annual budget. Martha explained that requests would continue to undergo multiple levels of review through CHS before being submitted to the Board.

Consensus was reached that future special circumstance requests exceeding the standard emergent needs funding amount of \$1,000 should be presented to the PCC Board for consideration. Requests within existing funding authority can continue to be reviewed and approved under the current funding guidelines.

During discussion, Drew noted that approximately \$18,000 in donated funds currently remains on the PCBS balance sheet and suggested transferring those unrestricted donations to the Catayoc Family Trust to consolidate special circumstance funding under the existing governance and funding guidelines. Dr. Shafe agreed that the proposal should be considered by the PCBS Board. The Board directed that this be placed on the agenda for next PCBS Board meeting for consideration.

PCC Bylaws

Dr. Shafe reported that he had completed an initial review of the PCC Bylaws and shared his proposed revisions for Board members to review. Proposed changes included adding additional historical background regarding the Catayoc Family Trust, clarifying the Trust's long-term purpose, incorporating language encouraging growth of the principal over time to help offset inflation, updating the annual meeting schedule, and other organizational revisions.

The Board discussed the review process of the bylaws, noting that they had not undergone a formal review in many years. Additional discussion included establishing an annual bylaw review process, clarifying officer elections, reviewing committee structure, and considering term lengths for community representatives.

Members were encouraged to review the draft and submit additional comments and proposed revisions to Dr. Shafe. After incorporating Board feedback, an updated draft will be distributed in advance of the September 15th PCC Board meeting for review and consideration.

Adjournment

With no further business to discuss, it was moved by Nancy Felix and seconded by Jeff Koski to adjourn the meeting. The meeting was adjourned at 6:03pm.

Minutes taken by:

Tim Coleman

PCBS Executive Support Assistant