

Jackson County Seniors Fund Board of Directors Meeting Minutes

Date: Tuesday, September 29, 2026

Time: 2:00 PM

Location: Via Zoom

1. Call to Order

At 2:04 PM, Chair Patricia Macdonald called the meeting to order. A quorum was established.

2. Attendance

Present: Patricia Macdonald, Rita Cortes, James Riesselman, Debra Doyle, Jami Henry, Susan Culpepper

Absent: Gary Thompson

Professional Support: Laura Loyacono (Contract Administrator); Karen Donnelly (Fund Counsel); Tom Ross (Accountant)

Guest: Bob Kotan

3. Approval of Prior Meeting Minutes

The Board considered the minutes from August 25, 2026. R. Cortes moved to approve the minutes; J. Henry seconded. The motion was approved unanimously.

4. New Business

- **JCSF Strategic Plan** - The Board reviewed and considered the JCSF Strategic Plan. S. Culpepper moved to approve the Strategic Plan; R. Cortes seconded. The motion was approved unanimously.
- **Foundant Technologies Agreement** - The Board considered the previously approved agreement with Foundant Technologies for a grant management software platform in the amount of \$13,900. R. Cortes moved to ratify the agreement; S. Culpepper seconded. The motion was approved unanimously.
- **Law Firm Matter** - The Board considered contracting with Holtzman Vogel to provide legal counsel to the Fund. R. Cortes moved to approve the contract; S. Culpepper seconded. The motion was approved unanimously.
- **2026 Jackson County Seniors Fund Levy** - J. Riesselman reported that the Jackson County Legislature set the 2026 levy on Monday, September 28, 2026, at \$0.05 per \$100 of assessed valuation, the same rate as 2025.

5. Updates, Committee and Task Force Reports

- **Finance Committee Report** - J. Riesselman/R. Cortes/T. Ross provided an update.
- **Grantmaking Task Force Update** - P. Macdonald provided an update.

6. Organizational Matters Related to Establishment of Fund Operations

Fund Counsel K. Donnelly provided an update.

7. Closed Session

Following the conclusion of regular business, Chair P. Macdonald called for a motion to enter into closed session pursuant to Section 610.021, RSMo., to discuss legal and personnel matters. S. Culpepper moved to enter into closed session; R. Cortes seconded. The motion was approved unanimously by roll-call vote of the members present: R. Cortes, J. Riesselman, J. Henry, D. Doyle, S. Culpepper and P. Macdonald.

The Board joined the closed session via a separate Zoom link. Chair P. Macdonald called the closed session to order at 2:35 PM. All six members listed as present in the roll call attended the closed session.

- Contract Administrator Scope of Work - The Board discussed proposed amendments to the scope of work for a contractor. The Board approved the amendments and associated compensation.
- **Executive Search Update** - P. Macdonald and R. Cortes updated the Board on the status of the JCSF executive search.

8. Adjournment

Chair P. Macdonald called for a motion to leave closed session and adjourn. The motion was approved unanimously by roll-call vote, and the meeting adjourned at 3:03 PM.

Adopted: October 13, 2026

James Riesselman
Treasurer and Secretary