

Board Retreat Meeting Minutes
Productive Living Board
June 30, 2026

Attendance

Present

Members: Dave Herman, Chairperson; Melissa Garza, Curt Ittner, Lauri Koster, Scott Malin, Felice McClendon, Amy Wilson

Staff Participants: Becky Herschbach – Executive Director, Don Kaufmann – Director of Finance and Administration, Amy Meyer – Director of Agency and Community Relations

Absent

Members: Lou Brock, Jasmine Chen

I. Call to Order

A quorum was present and due notice had been published.

The meeting was called to order at approximately 2:07 p.m.

Ms. Herschbach shared the upcoming St. Louis County Agenda shows five Board members that have requested to be reappointed: Ms. Koster, Ms. McClendon, Mr. Ittner, Ms. Garza, and Ms. Chen.

The Board shared their experiences at the recent tour to the Gateway Down Syndrome Association. They observed a parent support group and program, Fusion Friday.

II. Board Discussion Items

A. Board Survey Results

Ms. Herschbach provided the survey results. Eight Board members completed the survey. Responses showed high satisfaction, confidence in meeting process and fiduciary oversight.

The survey reflected interest in a variety of Board development opportunities.

B. Financial Contingency Planning

Ms. Herschbach opened the discussion by reviewing the Funding Philosophy. The Board discussed whether any changes needed to be made and suggestions were provided.

Board engagement in the development of one-time funding opportunities was discussed. Ms. Herschbach shared that identifying funding priorities is a continuous process and encouraged the Board to share their ideas with staff. Results from the last one-time funding initiative will be presented to the Board later this year.

Mr. Kauffmann presented two hypothetical funding reduction scenarios. The Board discussed what information they would need to inform their decisions and identified various strategies for making budget adjustments.

It was agreed that community engagement and ensuring an understanding of current needs would be prioritized in creating a solution that provided ample time to adjust, negatively impacted as few people with developmental disabilities as possible, and got PLB back to a breakeven budget as quickly as possible.

III. New Business

There being no further business before the Board, the meeting adjourned at 4:09 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Scott Malin', followed by a horizontal line.

Scott Malin

Board Secretary

As recorded by Jill Zeller, Manager of Executive Projects and Board Relations.

The above minutes were reviewed and approved by Lauri Koster, Chairperson of the Productive Living Board.