

I.M.P.A.C.T.  
BOARD MEETING MINUTES  
11-17-25

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Date: Monday, November 17, 2025  
Time: 5:00pm  
Place: Administrative Office  
1001 Military Street  
Port Huron, MI 48060

*Prior to the start of the board meeting, Joe Lewandowski of Edward Jones presented an overview of I.M.P.A.C.T.'s financial investment portfolio. The Board had an opportunity to have their questions answered by Joe and were provided with a copy of the presentation.*

**I. Call to Order** – John called the meeting to order at 5:02pm.

**II. Roll Call**

*Present:* John Tomlinson, Jim White, Sue Ostrom, Donovan Schooler, Denise Foote (remote), Leslie Reeder (remote)

*Absent:* Tom Goldenbogen, Kay Rau

*Also Present:* Kris Curtis – Executive Director, Aaron Foote – Associate Director, Mary Kennedy – Financial Director

**III. Agenda Changes** – Add to X. Other Business – John Tomlinson resignation

**IV. Citizens to Address the Board** – None

**V. Presentation of Board Meeting Minutes**

The minutes from the October 2025 Board Meeting were presented. A motion was made by Jim and supported by Donovan to accept the minutes as presented. Motion unanimously carried.

**VI. Items for Action**

**A. Presentation of the Fiscal Reports (September)** – Cash in bank as of 9/30/25 is \$2,561,406. Net income year to date is \$382,334. Net income for September is \$121,618. A motion was made by Jim and supported by Sue to accept the fiscal reports as presented. Motion unanimously carried.

**B. Conflict of Interest Forms Presented for Board Approval** - Documents for all board members except for Leslie were reviewed, approved, and signed. Denise made a motion to approve the documents. Donovan supported. Motion unanimously carried. Documents for all management staff were reviewed, approved, and signed. Sue made a motion to approve the documents. Jim supported. Motion unanimously carried.

**C. Staff Christmas Gift Cards** – Kris requested approval to purchase a \$200 gift card for each employee. The cards would be distributed the week of December 15. A motion was made by Jim to purchase the gift cards and supported by Donovan. Motion unanimously carried.

**D. Authorization to change signer on financial institution accounts** – Due to Kris retiring in December and Aaron Foote taking over as the Executive Director, a request was made for Board approval to change the primary signer for the Chase checking account, Chase Ink Business Premier credit card, Eastern Michigan bank checking accounts and management of the Edward Jones account from Kristine Curtis to Aaron Foote effective December 1, 2025. A motion was made by Jim to change the signer on the financial institution accounts as stated. Sue supported. Motion unanimously carried.

**VII. Informational Items**

**A. Executive Directors Report  
Administration**

Current openings: 16.5 direct care staff positions. Recruitment has been slow. We hire a couple and lose a couple.

UHY has been working on the FY25 Financial audit. Audit is going very well.

**Prevention**

We have submitted a request to Region 10 for PA2 fundings to purchase class books. RSAT services at the intervention center will no longer be part of the Region 10 contract. Instead, we will submit an invoice each month to the jail. Details are still being worked out.

**Group Homes/SLA**

RB2 – 1 open bed  
Charmwood – 1 open bed  
CMH does not have any referrals.

**Community events**

Halloween Party was a success.  
Christmas party on 12/22/25 at Knight Club in Marysville  
Homes are signing up to volunteer for Salvation Army Bell ringing

**River Bend fire suppression replacement**

Absolute Fire Protection – Work on the project has been steady. Half of the project has been completed. The project will be completed in approximately 3-4 weeks.

**VIII. Committee Reports**

None

**IX. Review of Communication to the Board of Directors**

None

**X. Other Business**

A. John Tomlinson resignation – John submitted a letter of resignation from the Board of Directors effective December 31, 2025. John has served on the Board for over 30 years and we thank him for his dedication and commitment.

**XI. Closed Session – Executive Director Contract** - Closed session began at 5:48 pm and ended at 6:05 pm.

**Adjournment** – The next meeting is scheduled for Monday, January 12, 2026, at 5:00 pm.