

Community Action Agency of Siouxland
Board of Directors Meeting
January 17, 2019

Board Members Present:

Tito Parker
Char Hesse
Sally Hartley (phone)
Kevin Grieme
Mark Monson
Rocky De Witt
Ron Engle
Harlan Salvatori
Pastor Sheryl Ashley
David Dawson
Dr. Robert Dunker

Excused:

Erica McWell
Kelly Adams
Todd Roerig
Kayla Price
Shelly Sorensen
Jodi Sigler
Coretta Mitchell
Marisa Cummings
Norma DeLaO

Absent:

Tina Young

Staff Present:

Jean Logan
LaRae Lyons
Lorrie Stedman
Scot Orban
Vicky Hollingshead
Rachael Ostermyer
Michelle Eyer
Caroline Gomez

Guest:

Stephanie Abbott

Tito Parker, Board Chair, called the meeting to order at 4:33 p.m. Roll call was taken with eleven members present (one joining by phone).

Stephanie of Hamilton & Associates was available at the meeting to review the Agency's audit for Fiscal Year ending September 30, 2018. The Report to the Board of Directors was distributed. She summarized sections of the audit including statements of financial position, activities and cash flow, notes to financial statements, the combined schedule of financial position and activities and expenditure of federal awards. The major program identified this year was Head Start. She reported that there were no findings, issues or deficiencies noted. A motion was made by Dr. Robert Dunker and seconded by David Dawson to approve the audit for Fiscal Year ending September 30, 2018 and Form 990. Motion carried.

Mark Monson moved and Sheryl Ashley seconded to approve the Board meeting minutes and Personnel & Finance Committee minutes of December 20, 2018. Motion carried.

There were no comments on the Executive Director's report or program quarterly reports. Tito Parker thanked the staff for the good work they continue to do.

A motion was made by David Dawson, seconded by Rocky De Witt, to approve the Board Treasurer's Report of December, 2018. Motion carried.

Rachael reported that India Byndum, the Policy Council (PC) representative on our board, moved out of the area. Kayla Price was elected as her replacement but could not be present at this meeting. PC approved the Workman's Comp Policy (which was approved by the Board last month). They approved the hire of 3 teacher assistants and one food aide. They also approved the Selection Criteria and received the Eligibility Training.

There was no Old Business.

New Business: (Personnel & Finance (P&F) met prior to the meeting and reviewed/took action on the agenda items.)

CSBG-18-18 (Community Services Block Grant):

P&F moved and Sheryl Ashley seconded to retroactively approve the Executive Director signing contract #CSBG-18-18 Amend. #3 changing line items only with no change in the budget. Motion carried.

HEAP-19-18 (Home Energy Assistance Program):

A motion was made by P&F, seconded by Kevin Grieme, to approve the Executive Director and Board Chair signing weatherization contract #HEAP-19-18 in the amount of \$355,983. Motion carried.

BHE-CO-18 (Black Hills Energy):

P&F made a motion and David Dawson seconded to approve the Executive Director and Board Chair signing weatherization contract #BHE-CO-18 in the amount of \$2,276.00 from carry-over funds. Motion carried.

DQ Grant:

P&F moved and Rocky De Witt seconded to approve submission of a DQ Smiles & Stories grant application in the amount of \$10,893.00 for Head Start. Motion carried.

Selection Criteria:

The Head Start/Early Head Start Selection Criteria shows points awarded in different categories to become eligible for our early childhood programs. Rachael mentioned that there were no changes made from last year. P&F moved and Sheryl Ashley seconded to approve the 2019 Head Start/Early Head Start Selection Criteria. Motion carried.

Eligibility Training:

Michelle Eyer presented and reviewed guidelines for Head Start/Early Head Start eligibility.

Schroeder Family Property:

Jean reported that a family member dropped off the abstract, but the donation has not been finalized. Once it is, she will be in touch with the City about a Phase II Environmental Study, the demolition of the property and other capital improvements.

Carry-In Agenda:

Purchase of Vehicles for Head Start:

P&F made a motion that the Executive Director be authorized to purchase a 2018 or 2019 minivan and a 2018 or 2019 compact cargo van totaling no more than \$55,000, seconded by Harlan Salvatori. Motion carried.

MEC-CO-18:

A motion was made by P&F, seconded by Sheryl Ashley, to approve the Executive Director and Board Chair signing weatherization contract #MEC-CO-28 in the amount of \$26,983.00 in carryover funds. Motion carried.

Adjournment:

Harlan Salvatori moved to adjourn at 5:13 p.m. and Rocky De Witt seconded. Motion carried.



Tito Parker, Board Chair