

Community Action Agency of Siouxland
Board of Directors Meeting
April 27, 2023

Board Members Present

Tito Parker (C)
Pr. Catie Newman
Tom Hermann (T)
Karen Havlicek
Sherry Martin
Sally Hartley
Tina Young
Mark Monson
Kevin Kay
Time Hanson
Rachelle Green
Pr. Sheryl Ashley (VC)
David Dawson
Jill Wanderscheid
Coretta Mitchell

Excused

Kevin Grieme (S)

Absent

Adrian Key
Erika Fuentes
Keith Radig
Trisha Etringer
Norma De La O

Staff Present

Jean Logan
Scot Orban
Katie Logan
Andy Brown
Rachael Ostermyer
Michelle Saravia
Christie Beatty

Tito Parker, Board Chair, called the meeting to order at 4:37 p.m. Roll call was taken with a quorum present via Zoom.

David Dawson moved and Pastor Catie Newman seconded to approve the Board Meeting minutes and Personnel and Finance Committee minutes of March 16, 2023. Motion carried.

No additions to the Executive Director's Report or the Quarterly Program Reports. Pastor Sheryl Ashley moved and Karen Havlicek seconded to approve the reports. Motion carried.

David Dawson moved and Pastor Catie Newman seconded to approve the Board Treasurer's Report – February 2023 Credit card statements. Motion carried.

No additions Policy Council or Early Childhood Education reports at this time.

There was no Old Business.

New Business:

CSBG-23-18:

Pastor Sheryl Ashley moved and Kevin Kay seconded to retroactively approve the Executive Director signing CSBG-23-18 Amend. #3 for \$305,280. Motion carried.

Board Chair, Tito Parker, excused himself for a personal matter and Vice Chair, Pastor Sheryl Ashley, took over the meeting.

DOE-BIL22-18:

David Dawson moved and Tina Young seconded to retroactively approve the Executive Director signing DOE-BIL22-18 Amend. #1. Motion carried.

LIHEAP-23ES-18

Jill Wanderscheid moved and Karen Havlicek seconded to retroactively approve the Executive Director signing LIHEAP-23ES-18 Amend. #1, #2, and #3. Motion carried.

LIHWAP-21ARPA-18:

David Dawson moved and Pastor Catie Newman seconded to retroactively approve the Executive Director signing LIHWAP-21ARPA-18 Amend. #4 and #5 correcting the Federal ID number. Motion carried.

Personnel Policy 401:

Karen Havlicek moved and Tina Young seconded approve the updated Personnel Policy 401 “Wage Structure and Pay Increases” limiting Cost of Living eligibility. Motion carried.

Head Start Teacher Hiring Bonus:

Jill Wanderscheid moved and Mark Monson seconded to approve a 2-year extension of \$1,000 Head Start Teacher hiring bonus effective March 1, 2023. Motion carried.

Job Descriptions:

Jean corrected this agenda item to reflect that the agency is presenting the board with 12 updated job descriptions. David Dawson moved and Tina Young seconded to approve 11 Head Start/Early Head Start and 1 Child Care Nurse Consultant updated job descriptions. Motion carried.

Head Start Change in Scope Application:

Rachael explained to the board why our agency needs to reduce our enrollment for the upcoming year. David Dawson moved and Karen Havlicek seconded to approve the Head Start Change in Scope Application for Enrollment Reduction #07CH011695. Motion carried.

2nd Checkpoint School Readiness Outcomes:

Michelle Saravia and Christie Beatty presented the 2nd Checkpoint School Readiness Outcomes to the board.

CSBG 6-month NPI Reports:

Katie explained that we are required by the state to report our program outcomes twice a year for our CSBG funding. These reports were submitted to the state at the beginning of April for their acceptance. Tina Young moved and Tom Hermann seconded to retroactively approve the 6-month CSBG NPI Reports. Motion carried.

Board Committee Assignments:

David Dawson moved and Tom Hermann seconded to approve the Board Committee Assignments. Motion carried.

Other New Business:

Jean Logan brought to the board’s attention Sherry Martin is resigning from the board and this is her last meeting. She will be greatly missed. We will be looking to fill her position on the board and will send out information.

Adjournment:

Meeting adjourned at 5:05 p.m. with a motion by Tito Parker and seconded by Sherry Martin. Motion carried.

Tito Parker, Board Chair