

Community Action Agency of Siouxland
Board of Directors Meeting
January 18, 2018

Board Members Present:

Tito Parker
Tina Young
Erica McWell
Kelly Adams
Todd Roerig
Brandi Smith
Sally Hartley
Kevin Grieme
Shelly Sorensen
Rock De Witt
Ron Engle
Harlan Salvatori
Sheryl Ashley
David Dawson
Dr. Robert Dunker
Coretta Mitchell
Norma DeLaO

Excused:

Doreen Miera
Jodi Sigler
Mark Monson

Absent:

Staff Present:

Jean Logan
LaRae Lyons
Scot Orban
Vicky Hollingshead
Rachael Ostermyer
Becky Meyer
Caroline Gomez

Guest:

Jeremy Davern,
Hamilton & Associates

Tito Parker, Board Chair, called the meeting to order at 4:30 p.m.

A presentation was given by Jeremy Davern of Hamilton & Associates reviewing their report to the Board of Directors. He then explained several sections of the audit, including Financial Statements, Schedule of Activities, Report on Internal Control and Compliance for Federal Programs. He talked about the 990 Form. A motion to accept the audit for the year ended September 30, 2017 and the 990 Form was made by Dr. Robert Dunker and seconded by Norma DeLaO. Motion carried.

Rocky De Witt made a motion to approve the Board meeting minutes and Personnel & Finance Committee minutes of December 21, 2017, seconded by Kelly Adams. Motion carried.

Jean Logan added to her report that Touchstone Healthcare Community will be doing a food drive for the agency February 1st through February 23rd. Awesome Biker Nights has applied for a license to hold their event on 4th street again this year. We will be waiting to hear on this. There were no other comments or questions on the Executive Director's Report or the Program Quarterly Reports.

A motion to accept the December, 2017 Board Treasurer's Report was made by Shelly Sorensen, seconded by Rocky De Witt. Motion carried.

Brandi Smith reported that Michelle Eyer conducted eligibility training at the Policy Council meeting. They approved the 2018 Selection Criteria sheet, approved the Fatherhood Specialist job description, reviewed the Gold data and outcomes and approved the purchase of an Early Head Start van.

The Personnel & Finance Committee (P&F) met prior to the board meeting to discuss/take action on the agenda items.

Old Business:

Jean received a call from the attorney about the Argosy lawsuit. The court date is set sometime in June but they are talking about a settlement before that. P&F made a motion authorizing Jean Logan and Tito Parker to proceed with negotiations for a settlement (with guidance from David Dawson), seconded by Kelly Adams. Motion carried.

New Business:**MEC-18-18:**

P&F moved and David Dawson seconded to retroactively approve the Executive Director and Board Chair signing the weatherization contract MEC-18-18 in the amount of \$213,466.00. Motion carried.

BHE-18-18:

P&F made a motion to retroactively approve the Executive Director and Board Chair signing contract #BHE-18-18 in the amount of \$9,754.00, seconded by Kelly Adams. Motion carried.

HEAP-18-18:

A motion was made by P&F, seconded by Norma DeLaO, to retroactively approve the Executive Director and Board Chair signing contract #HEAP-18-18 in the amount of \$312,766. Motion carried.

Siouxland Community Foundation:

P&F made a motion, seconded by Norma DeLaO, to approve a Resolution authorizing the Executive Director and Fiscal Officer to establish and maintain an Agency Endowment Fund with the Siouxland Community Foundation. Motion carried.

Siouxland Foundation Grant:

P&F moved and Sheryl Ashley seconded to approve submission of a grant to the Siouxland Foundation in the amount of \$5,000 for Crossroads. Motion carried.

United Way of Siouxland:

P&F made a motion, seconded by Dr. Robert Dunker, to approve submission of a grant to the United Way of Siouxland in the amount of \$5,000 for Head Start literacy materials. Motion carried.

2017-18 GOLD data:

Rachael Ostermyer, Early Childhood Programs Director, reviewed the 2017-18 GOLD Data and Outcomes for Checkpoint 1. In her report, Page 1 is a summary of the statistics gathered, showing School Readiness Goals outcomes for the different age groups, Birth to 3 Sub-groups Outcomes and Center Based Sub-groups Outcomes. She explained the graphs showing all 14 school readiness goals and the percentage of children meeting expectations, outcomes for the subgroups and center-based attendance.

Fatherhood Specialist Job Description:

A motion was made by P&F, seconded by David Dawson, to approve the revised Fatherhood Specialist Job Description. Motion carried.

Head Start/Early Head Start 2018 Selection Criteria:

P&F moved and Norma DeLaO seconded to approve the 2018 Head Start/Early Head Start Selection Criteria sheet. Motion carried.

Sunnybrook Church:

Several Board members met with officials of Sunnybrook Church concerning the possibility of our agency being included in their plans to build a new care center. A combined meeting of our agency Building Committee and Planning Committee was held to review comments received from board members and to discuss all options. Although we have a wonderful relationship with Sunnybrook and hope to continue that, it was the consensus of the board to pursue other options, keeping in consideration what is best for the agency and those we serve.

Other New Business:

Early Head Start Vehicle:

Norma DeLaO made a motion, seconded by Kelly Adams, to approve the purchase of a new vehicle for Early Head Start. Jean Logan explained that there is a bid process we must follow and should have a cost by the February meeting. Motion carried.

RW Baird:

At the December 21st board meeting, a resolution was made to establish an account with Baird & Company. A motion was made by P&F, seconded by Brandi Smith, authorizing the Executive Director and Fiscal Officer to maintain this account. Motion carried.

Other:

Tito Parker commented that he attended the Family Night Out at Longlines, and not only does our staff work here at the agency during the day, but Becky and Michelle E. attended that night handing out agency materials.

Adjournment:

Harlan Salvatori made a motion to adjourn. Meeting adjourned at 5:37 p.m.



Tito Parker, Board Chair