

Community Action Agency of Siouxland
Board of Directors Meeting
May 17, 2018

Board Members Present:

Tito Parker
Tina Young
Erica McWell
Kelly Adams
Todd Roerig
Brandi Smith
Sally Hartley
Kevin Grieme
Mark Monson
Shelly Sorensen
Rocky De Witt
Ron Engle
Harlan Salvatori
Pastor Sheryl Ashley
Dr. Robert Dunker
Coretta Mitchell

Excused:

Jodi Sigler
David Dawson
Norma DeLaO
Marisa Cummings

Absent:

Doreen Miera

Staff Present:

Jean Logan
LaRae Lyons
Rachael Ostermyer
Becky Meyer
Caroline Gomez

Tito Parker, Board Chair, called the meeting to order at 4:30 p.m. Roll call was taken with sixteen members present.

Kevin Grieme moved and Sheryl Ashley seconded, to appoint Marisa Cummings as the Indian representative in our Private Interest Group. Motion carried.

A motion was made by Dr. Robert Dunker, seconded by Kevin Grieme, to approve the Board meeting minutes and Personnel & Finance Committee minutes of April 19, 2018 and the Planning Committee minutes of May 9, 2018. Motion carried.

There were no additions or comments concerning the Executive Director's Report.

Rocky De Witt made a motion and Todd Roerig seconded to approve the Board Treasurer's Report of April, 2018. Motion carried.

The Policy Council does not meet until next week so there was no report.

Tito Parker asked that Board members take a look at the slide presentation showing staff receiving years of service awards and other year in review pictures.

Old Business:

Awesome Biker Nights (ABN):

Becky reminded Board members to sell their raffle tickets if they have not already done so; there are more available to sell. She also passed around a sign-up sheet for anyone interested in volunteering. Free wrist bands are available for those who volunteer for a four-hour shift.

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

CSBG-18-18 Budget Amendment:

Jean received notice today that the final allocation of funds has changed so a budget amendment will be put on the June agenda. Mark Monson made a motion to table the CSBG amendment, seconded by Rocky De Witt. Motion carried.

Strategic Plan Update:

Last month the Board had a planning session for our Strategic Plan. The Planning Committee met on May 9th to incorporate the goals and needs for an updated Strategic Plan. P&F made a motion to approve the Strategic Plan Update, seconded by Sheryl Ashley. Motion carried.

2019 CSBG Action Plan, Application & Budget:

P&F moved and Brandi Smith seconded to approve submission of the 2019 CSBG Action Plan, Application and Budget. Motion carried.

Variety Children's Network:

A motion was made by P&F, seconded by Tina Young, to approve submission of a grant application to Variety Children's Network for new windows in our Isabelle Sloan building. Jean mentioned that these will be the last set of windows to replace. Motion carried.

FaDSS-18-18 Amend. #1:

P&F moved and Kelly Adams seconded to retroactively approve the Executive Director and Board Chair signing FaDSS-18-18 Amend. #1 extending the contract through 9/30/18. Motion carried.

Salary Adjustment:

Jean explained that since the resignation of our Early Head Start Health Manager, our Head Start Health Manager and Health Assistant have taken on the responsibilities for both programs, therefore we are requesting a salary increase by one level, so moved to approve by P&F, seconded by Tina Young. Motion carried.

2018 Head Start Self-Assessment Procedure & Timeline:

Rachael briefly explained the Self-Assessment Procedure which is completed annually and mentioned that Board members will be asked to sit in on committees to assess different areas of our program. P&F moved to approve the Self-Assessment Procedure & Timeline, seconded by Mark Monson. Motion carried.

June Board Meeting:

Jean will be out of the office on June 21st which is our next scheduled board meeting. P&F made a motion, seconded by Dr. Robert Dunker, to reschedule the meeting to Wednesday, June 20th, at 4:30 p.m. Motion carried.

Carry-In Agenda:

LIHEAP-18-18:

A motion was made by P&F, seconded by Brandi Smith, to approve the Executive Director signing LIHEAP-18-18 Amend. #4, adding \$59,486 to the contract; the total now is \$1,795,452. Motion carried.

Other New Business:

Jean noted that on the 2019 CSBG budget we have added a line item for Disaster Volunteer Management. She has been attending regular meetings and several of our staff attended Disaster Volunteer training should there be an emergency in our area, with more training in the near future. The plan is that our agency will take the lead as the Spontaneous Volunteer Management Center for tracking of volunteers, hours, etc. Dr. Robert Dunker made a motion that our Board of Directors go on record in support of our agency taking a leadership role in the Spontaneous Volunteer Management, seconded by Harlan Salvatori. Motion carried.

Tito Parker asked that Board members review our agency's Annual Report that was distributed. It gives good information about our services.

Adjournment:

Harlan Salvatori made a motion to adjourn. Meeting adjourned at 4:50 p.m.



Tito Parker, Board Chair