

Community Action Agency of Siouxland
Board of Directors Meeting
June 16, 2022

Board Members Present:

Tito Parker
Shelly Sorensen
Pastor Catie Newman
Karen Havlicek
Sally Hartley
Kevin Grieme
Mark Monson
Harlan Salvatori
Pastor Sheryl Ashley
David Dawson
Coretta Mitchell
Trisha Etringer
Thomas Hermann
Laura Garcia
Rachelle Green
Justin Wright
Norma DeLaO
Tina Young

Excused:

Pastor Catie Newman
Jill Wanderscheid

Absent:

Erica Fuentes

Staff Present:

Jean Logan
Rachael Ostermyer
Scot Orban
Caroline Gomez

Tito Parker, Board Chair, called the meeting to order at 4:35 p.m. Roll call was taken with a quorum present via zoom.

Kevin Grieme moved and Sheryl Ashley seconded to approve the Board meeting minutes and Personnel and Finance Committee minutes of May 19, 2022. Motion carried.

Jean added to her report that we have seen many people requesting food (20 today). Sunnybrook has been generous in helping us with meat and we have made purchases at HyVee for cereal. We are also giving out \$50 gift cards one time per month per family to help them with the purchase of milk and produce.

Rachael reported that the Policy Council doesn't meet until Monday. The summer has been busy. She just received the monitoring report from our review (which is good) and will share that

There was no Old Business.

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

CSBG-20S-12 CARES:

Jean gave an update on how we are using the CARES funds – along with food, we are giving out \$50 gift cards (one per month to those who qualify) to purchase milk, fresh produce, etc. and we are assisting with rent and mortgage. Depending on the need, money may be moved around in the line items.

LIHEAP-22-18 Amend. #2:

P&F moved and Sheryl Ashley seconded to retroactively approve the Executive Director signing LIHEAP-22-18 Amend. #2 adding \$235,000 to the contract for a total of \$2,466,658.00. Motion carried.

LIHEAP-21ARPA-18 Amend. #5:

P&F moved and Tina Young seconded to retroactively approve the Executive Director signing LIHEAP-21ARPA-18 Amend. #5 changing line items only. Contract remains \$2,377,831.00. Motion carried.

Signature on Contract Amendments:

For information, Jean mentioned that when the Board approves submission of a budget amendment or a contract, we receive that amendment for the Executive Director’s signature and normally include that on the next month’s agenda for approval. In the future, we would like to presume that if the board approves an amendment or a contract, that it is also approving the Executive Director to sign it when it is received. If there were any changes it would be brought back to the Board.

Strategic Plan:

Board members were given the Strategic Plan update for review, so moved to approve by P&G, seconded by Norma DeLaO. Motion carried.

Family Advocate Increases:

Last month the board approved the salary change for the Family Advocate; we would like to make that change retroactive to March 1, 2022, so moved to approve by P&F, seconded by David Dawson. Motion carried.

Head Start/Early Head Start Self-Assessment Procedure:

The 2022 HS/EHS Self-Assessment Timeline was given to board members for review, so moved to approve by P&F, seconded by Mark Monson. Motion carried.

2023 Shared Visions Parent Support Application:

P&F moved and Norma DeLaO seconded to approve submission of the Shared Visions Parent Support application in the amount of \$96,000. Rachael mentioned that this program will be based on how we run our Early Head Start Home Visitation program. Motion carried.

2023 Shared Visions Preschool Program:

P&F moved and Karen Havlicek seconded to approve submission of the 2023 Shared Visions Preschool Program in the amount of \$193,920. Motion carried.

Carry-In:

HEAP-22-18 Amend. #3:

P&F moved and Norma DeLaO seconded to approve the Executive Director signing HEAP-22-18 Amend. #3 adding \$4,552 for Liability and POI Insurance reimbursement. Motion carried.

Personnel Matter (Closed Session):

Norma DeLaO made a motion and Mark Monson seconded to go into closed session to discuss a personnel matter. Roll call was taken:

Tina Young – Aye
Karen Havlicek – Aye
Tito Parker – Aye
Larua Garcia – Aye
Sally Hartley – Aye
Kevin Grieme - Aye:

Mark Monson – Aye
Shelly Sorensen – Aye
Justin Wright – Aye
Rachelle Green – Aye
Harlan Salvatori – Aye
Pastor Sheryl Ashley - Aye

David Dawson - Aye
Thomas Hrmann - Aye
Coretta Mitchell - Aye
Trisha Etringer - Aye
Norma DeLaO - Aye

After discussion in closed session a motion was made by Tina Young and second by Justin Wright to resume open session. Roll was taken:

Tina Young – Aye
Karen Havlicek – Aye
Tito Parker – Aye
Larua Garcia – Aye
Sally Hartley – Aye
Kevin Grieme - Aye:

Mark Monson – Aye
Shelly Sorensen – Aye
Justin Wright – Aye
Rachelle Green – Aye
Harlan Salvatori – Aye
Pastor Sheryl Ashley – Aye


David Dawson - Aye
Thomas Hrmann - Aye
Coretta Mitchell - Aye
Trisha Etringer - Aye
Norma DeLaO - Aye

A motion was made by Mark Monson and seconded by Harlan Salvatori to hire Katie Logan as the Development Director effective June 17, 2022. Scot is to call Katie in tomorrow. Motion carried.

A motion was made by Mark Monson, seconded by Karen Havlicek to change the job description to reflect the Human Resource Director as the Supervisor and to change the job title from Chief Development Officer to Development Director. Motion carried.

Adjournment:

Meeting adjourned at 5:15 p.m. with a motion by Norma DeLaO and second by Harlan Salvatori. Carried.


Tito Parker (Aug 04, 2022 17:59 CEST)
Tito Parker, Board Chair