

Menominee-Delta-Schoolcraft
COMMUNITY ACTION AGENCY
Governing Board Meeting
Thursday November 7, 2019
Community Action Agency
Escanaba MI
12:30 p.m.

MINUTES

The meeting was called to order at 12:30 pm and a quorum noted with the following in attendance:

MEMBERS PRESENT

Edie Erickson, Schoolcraft
Susan Kleikakmp, Menominee
Peter Thoune, Menominee
Mia Smith, Menominee
Geri Alanko, Delta
John Stapleton, Schoolcraft
Penny Carlson, Schoolcraft
Bernie Lang, Menominee
Karen Wigand, Delta
Katherine Jinkerson, Menominee
Myra Croasdell, Delta

MEMBERS EXCUSED

Ken Penokie
Dave Rivard
Jennifer MacDonald
Tom Lippens
Craig Reiter
Omer Doran

OTHERS PRESENT

Julie Moberg, Executive Director
Connie Maule, SCP Director
Shanna Hammond, HR Director
Kris Thibeault, Finance Director
Myra Smeester, HS/EHS Director
Dianne Gartland, Admin Assistant
Lori Giuliani, RSVP Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Rachel Duchaine

APPROVAL OF OCTOBER 10, 2019 GOVERNING BOARD MINUTES

Members received a draft of the October 10, 2019 CAA Governing Board minutes. A correction to the minutes was made regarding Edie Erickson's County representation. **Peter Thoune made a motion to accept the minutes with the revision as presented, seconded by Geri Alanko; Motion Carried.**

FINANCE COMMITTEE REPORT

The chair called on the Finance Committee who reported that the Finance Committee met, reviewed and approved the September 2019 CAA Accounts Payable Schedule. **This was approved with a motion from Katherine Jinkerson, seconded by Mia Smith; Motion Carried.**

APPROVAL OF THE CAA GOVERNING BOARD BY-LAWS REVISIONS

Members received a copy of the CAA Governing Board By-Law revisions for their review. A discussion followed regarding the revisions. It was also agreed that the last sentence under VI. C - Responsibilities of the Officers, regarding the Executive Committee should read "The Executive Committee can take a vote by any remote or electronic means available, or with a face to face meeting." **A motion was made by John Stapleton to approve the CAA Governing Board By-Laws as discussed, seconded by Geri Alanko; Motion Carried.**

ACCEPTANCE OF THE 2019-2020 AGENCY WIDE BUDGET

Members received a copy of the 2019-2020 Agency Wide Budget for their review. The Organizational Standards require board acceptance of an agency wide budget. **A motion was made by Susan Kleikamp to accept the 2019-2020 Agency Wide Budget as presented, seconded by Geri Alanko; Motion Carried.**

ACCEPTANCE OF THE 403b RETIREMENT PLAN AUDIT

Members received a copy of the 403b Retirement Plan audit for their review. **A motion was made to accept the 403b Audit as presented by Peter Thoune, seconded by Katherine Jinkerson; Motion carried.**

UNION NEGOTIATION TEAM DISCUSSION

The chair called on Julie Moberg for more information. Julie advised that union negotiations dates are tentatively scheduled for December 5th and 6th. Julie asked if any Board Member was interested in being on the negotiating team. Peter Thoune indicated that he would be willing to be on the negotiating team.

APPROVAL OF THE NEW CAA/HRA AGENCY LOGO

The chair called on Julie Moberg for more information. The board agreed to table this again until the January 9, 2020 Board meeting to allow the agency time to obtain two estimates regarding the cost to replace the signs on the buildings and vehicles. **A motion was made by Peter Thoune, to table this until the January 2020 Board Meeting, seconded by Katherine Jinkerson; Motion carried.**

ACCEPTANCE OF THE SEPTEMBER 2019 POLICY COUNCIL MINUTES

All members received a copy of the September 2019 Policy Council minutes for their review. **A motion was made to accept by Geri Alanko, seconded by John Stapleton; Motion Carried.**

ACCEPTANCE OF THE ECP DIRECTOR'S OCTOBER REPORT

All members received a copy of the ECP Director's October report. **A motion was made to accept by Susan Kleikamp, seconded by Geri Alanko; Motion carried.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that HS/EHS Grant for Fiscal Year 2020 was approved this week. The year round toddler room was approved. Classes are up and running. **A motion was made to accept the report as presented by Peter Thoune, seconded by Mia Smith; Motion Carried.**

OTHER BUSINESS

No other business was brought before the board.

PUBLIC COMMENT

No public comments were made.

ADJOURNMENT

A motion to adjourn was made by Geri Alanko, supported by Katherine Jinkerson; Motion carried.

Meeting adjourned at 1:00 pm.

Next meeting is scheduled January 9, 2020 at 12:30 pm.