

**Menominee-Delta-Schoolcraft  
Community Action Agency**

**GOVERNING BOARD MEETING  
511 First Avenue North, Escanaba MI  
Thursday, April 7, 2016  
12:30 p.m.**

**MINUTES**

The Chair called the meeting to order at 12:30 p.m. and a quorum was noted with the following present:

**BOARD MEMBERS**

Omer Doran, Schoolcraft  
Karen Wigand, Delta  
Myra Croasdell, Delta  
Susan Kleikamp, Menominee  
Dan LaFoille, Schoolcraft  
Amanda Ely, Delta  
Andrea Raygo, Menominee  
Lee Robbert, Schoolcraft  
Tom Lippens, Delta  
Geri Nelson, Delta  
John Stapleton, Schoolcraft  
Ken Penokie, Delta  
Bernie Lang, Menominee  
Clyde Thoune, Menominee

**OTHERS**

Julie Moberg, Executive Director  
Cathy Pearson, Executive Assistant  
Myra Heslip, Early Childhood Director  
Theresa Nelson, RSVP Director  
Sarah Cantrell, RSVP Director Trainee  
Kris Thibeault, Finance Director  
Peggy Ramsden, FGP Director  
Connie Maule, SCP Director

**MEMBERS ABSENT**

David Moyle, excused  
Dave Anthony  
Craig Reiter, excused

Chair Wigand introduced and welcomed our two new board members, Andrea Raygo (Menominee Co.) and Amanda Ely (Delta Co.).

**APPROVAL OF MARCH 10, 2016 GOVERNING BOARD MINUTES**

Members received a draft of the 3/10/16 Governing Board minutes for their review. There were no questions and **THEY WERE APPROVED WITH A MOTION FROM JOHN STAPLETON, SECONDED BY OMER DORAN; MOTION CARRIED.**

**FINANCE COMMITTEE REPORT**

The committee reviewed the CAA February accounts Payable Schedule and recommends their approval. **THEY WERE ACCEPTED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY OMER DORAN; MOTION CARRIED.** The committee also reviewed and revised the agency's cost allocation plan. **JOHN STAPLETON MOTIONED TO ACCEPT THE FINANCE COMMITTEE REPORT, OMER DORAN SUPPORTED THE MOTION; MOTION CARRIED.**

### **NOMINATING COMMITTEE REPORT**

Karen Wigand called on Clyde Thoun who told the board that the Nominating Committee met today and reviewed the application of Peter Thoun to fill the vacancy in the Private Sector of Menominee County, representing the financial institution and they recommend his approval. **DAN LAFOILLE MOVED TO APPROVE THE APPOINTMENT OF PETER THOUNE TO REPRESENT THE BANKING INSTITUTION IN THE PRIVATE SECTOR OF MENOMINEE COUNTY, SECONDED BY SUSAN KLEIKAMP; MOTION CARRIED.** The committee also discussed having the board officer terms made longer than one year. **THE NOMINATING COMMITTEE REPORT WAS ACCEPTED UPON A MOTION FROM OMER DORAN, SUPPORTED BY GERI NELSON; MOTION CARRIED.**

### **APPROVAL OF 2/23/16 HEAD START POLICY COUNCIL MINUTES**

Members were mailed a copy of the 2/23/2016 Head Start Policy Council minutes for their review and **THEY WERE APPROVED WITH A MOTION FROM LEE ROBBERT, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### **ACCEPTANCE OF 3/14/16 EHS/HS MONTHLY REPORT**

Members were mailed a copy of the 3/14/16 EHS/HS monthly report and **IT WAS ACCEPTED WITH A MOTION FROM CLYDE THOUNE, SUPPORTED BY GERI NELSON; MOTION CARRIED.**

### **APPROVAL OF ERSEA & DISABILITIES WORK PLANS**

Members received a copy of the Early Childhood Program ERSEA and Disabilities Work Plans and **THEY WERE APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY MYRA CROASDELL; MOTION CARRIED.**

### **APPROVAL OF EXECUTIVE DIRECTOR'S REPORT**

Karen Wigand called on Julie Moberg who reported that federal monitors were here recently to complete the ERSEA and fiscal monitoring in the Early Childhood Program and that went well. The next review is scheduled for the week of 4/25/16 and will involve the classroom activities.

The Executive Director announced that this year is the 50<sup>th</sup> Anniversary of our local Head Start Program (nationally the program was introduced 51 years ago) and various activities are taking place to commemorate this milestone.

She also reported that one of our ECP classrooms took 4<sup>th</sup> place in the national "Head Start Read Aloud" challenge. The board asked that congratulations and kudos be passed along to all involved.

Lastly the Early Childhood Program will be holding an event on 6/1/16 to provide information on data in the program. All board members will be mailed information on the event.

**PUBLIC COMMENT**

There were no public comments.

**OTHER BUSINESS**

There was no other business

**ADJOURNMENT**

There being no further business the meeting ***ADJOURNED AT 12:50 P.M. WITH A MOTION FROM OMER DORAN, SECONDED BY DAN LAFOILLE; MOTION CARRIED.***

**THE NEXT MEETING IS THURSDAY MAY 12, 2016 AT 12:30 P.M.**