

**Menominee-Delta-Schoolcraft
COMMUNITY ACTION AGENCY
Governing Board Meeting
Thursday, July 11, 2019
Little Nugget Golf Course
Menominee MI
12:00 p.m. CDT**

MINUTES

The meeting was called to order at 12:07 pm and the following were in attendance:

MEMBERS PRESENT

Jennifer MacDonald, Menominee
Omer Doran, Schoolcraft
Peter Thoune, Menominee
Craig Reiter, Schoolcraft
Katherine Jinkerson, Menominee
John Stapleton, Schoolcraft
Karen Wigand, Delta
Susan Kleikamp, Menominee
Myra Croasdell, Delta
Bernie Lang, Menominee
Geri (Nelson) Alanko, Delta
Tom Lippens, Delta

MEMBERS EXCUSED

Dave Rivard
Ken Penokie
Penny Carlson

OTHERS PRESENT

Julie Moberg, Executive Director
Connie Maule, SCP Director
Shanna Hammond, HR Director
Kris Thibeault, Finance Director
Peggy Ramsden, FGP Director
Naomi Fletcher, Weatherization Director
Sally Kidd, Senior Services Director
Dianne Gartland, Administrative Assistant
Dan LaFoilie

POLICY COUNCIL MEMBERS

Paul Welch
Misty Eisner
Kim Shampo

MEMBERS ABSENT

Kenneth Meshigaud
Edie Erickson

APPROVAL OF GOVERNING BOARD MINUTES

Members were asked to approve the April 16, 2019 Governing Board minutes that were tabled from the May 9, 2019 Board Meeting. **They were approved with a motion from Craig Reiter, Seconded by Geri Alanko; Motion Carried.**

APPROVAL OF GOVERNING BOARD MINUTES

Members received a draft of the May 9, 2019 Governing Board minutes and **they were approved with a motion from Craig Reiter, Seconded by Geri Alanko; Motion Carried.**

FINANCE COMMITTEE REPORT

The chair asked for approval of the CAA March 2019 Accounts Payable report that was presented by the Finance Committee at the May 9, 2019 Board Meeting. **This was approved with a motion from Craig Reiter, seconded by Peter Thoune; Motion Carried.**

The chair called on the Finance Committee who reported that the Finance Committee met, reviewed and approved the April 2019 CAA Accounts Payable Schedule. **This was approved with a motion from Peter Thoune, seconded by Geri Alanko; Motion Carried.**

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

APPROVAL OF THE AUDIT FOR FISCAL YEAR ENDING 9/30/18

Members were asked to approve the Audit for the Fiscal Year ending 9/30/18 that was presented at the May 9, 2019 Board Meeting. **They were approved with a motion from Omer Doran, Seconded by Tom Lippens; Motion Carried.**

APPROVAL OF RACHEL DUCHAINE AS POLICY COUNCIL REPRESENTATIVE

The Nominating Committee recommended approval of Rachel Duchaine to the Governing Board at the May 9, 2019 Board Meeting. **A motion was made by Craig Reiter and seconded by Tom Lippens to approved Rachel Duchaine to the Governing Board; Motion Carried.**

ACCEPTANCE OF KEN MESHIGAUD'S RESIGNATION

The chair asked for acceptance of Ken Meshigaud's resignation request. **A motion was made by Susan Kleikamp to accept Ken Meshigaud's resignation request, seconded by Omer Doran; Motion Carried.**

APPROVAL OF MIA SMITH AS MENOMINEE COUNTY PRIVATE SECTOR REPRESENTATIVE

The chair called on Myra Croasdell from the Nominating Committee. Myra stated that the Nominating Committee is recommending that the Board approve Mia Smith to represent Menominee County in the Private Sector. **A motion was made to approve Mia Smith by Peter Thoune and seconded by Susan Kleikamp; Motion Carried.**

NOMINATING COMMITTEE REPORT/ELECTION OF BOARD OFFICERS

The chair reported that the following have placed their name on the ballot for the following positions – Penny Carlson, Craig Reiter and Karen Wigand for Board Chair, Myra Croasdell for Vice Chair, Susan Kleikamp for Treasurer and Omer Doran for Secretary.

The chair then asked three times for further nominations from the floor for Chair, Vice Chair, Treasurer and Secretary. Hearing none the chair moved to close the nominations.

A paper ballot was done for the chair's position. After the votes were tallied the chair position went to Karen Wigand. **A motion was then made by Peter Thoune and seconded by Geri Alanko to approve the Karen Wigand for Chair, Myra Croasdell for Vice Chair, Susan Kleikamp for Treasurer and Omer Doran for Secretary; Motion Carried.**

The Executive Director congratulated the officers and thanked them for their willingness to serve.

ACCEPTANCE OF THE POLICY COUNCIL MINUTES

Members received a copy of the April 24, 2019 and May 22, 2019 Policy Council minutes for their review. **A motion was made by John Stapleton to accept the Policy Council minutes as presented, seconded by Craig Reiter; Motion Carried.**

ACCEPTANCE OF APRIL 2019 HS/EHS CUSTOMER SATISFACTION SURVEY

Members received a copy of the April 2019 HS/EHS Customer Satisfaction Survey. **A motion was made to accept by Susan Kleikamp, seconded by Tom Lippens; Motion Carried.**

APPROVAL OF THE ECP DIRECTOR'S REPORT

The chair asked for approval of the ECP Director's report that was presented at the May 9, 2019 Board Meeting. **This was approved with a motion from Jennifer MacDonald, seconded by Bernie Lang; Motion Carried.**

ACCEPTANCE OF THE ECP DIRECTOR'S MONTHLY REPORT

Members received a copies of the ECP Director's monthly reports for June 2019. **A motion was made by Peter Thoun to accept the report and seconded by Jennifer MacDonald; Motion Carried.**

MDSCAA/HRA STRATEGIC PLAN UPDATE

The Chair called on Julie Moberg for more information. Julie presented the Strategic Plan update to the Board. **A motion was made by Craig Reiter to accept the report and seconded by Susan Kleikamp; Motion Carried.**

REVIEW AND APPROVAL OF THE MDSCAA 2019 COMMUNITY NEEDS ASSESSMENT

Members received a copy of the MDSCAA 2019 Community Needs Assessment. The chair called on Julie Moberg for more information. **A motion was made by Jennifer MacDonald to approve the MDSCAA 2019 Community Needs Assessment as presented and seconded by John Stapleton; Motion Carried.**

APPROVAL OF THE FY 2020 HEADSTART NON-COMPETITIVE GRANT

The board called on Myra Smeester for more information. Myra addressed the board regarding the Head Start FY 2020 Non-Competitive Grant application. **The chair called on the Head Start Policy Council for a vote. A motion was made by Kim Shampo to approve the grant as presented and seconded by Misty Eisner; Motion Carried.**
The board then called on the Governing Board for a vote. A motion was made by Peter Thoun to approve the Head Start Non-Competitive Grant application for the FY 2020, seconded by Jennifer MacDonald; Motion Carried.

APPROVAL OF THE FY 2020 EARLY HEADSTART NON-COMPETITIVE GRANT

The board called on Myra Smeester for more information. Myra addressed the board regarding the Early Head Start FY 2020 Non-Competitive Grant application. **The chair called on the**

Head Start Policy Council for a vote. A motion was made by Misty Eisner to approve the grant as presented and seconded by Kim Shampo; Motion Carried.
The board then called on the Governing Board for a vote. A motion was made by Craig Reiter to approve the Early Head Start Non-Competitive Grant application for the FY 2020 as presented, seconded by John Stapleton; Motion Carried.

DISCUSSION OF THE MEETING PLACE FOR THE SUMMER BOARD MEETING

The chair called on Julie Moberg for more information. Julie discussed the possibility of changing the location of the annual board meeting. She stated that we would still have an out of county board meeting yearly but the annual July meeting would be moved back to Delta County. It was suggested that the out of county meeting could be held in May or September. This will be addressed when the board meeting schedule is presented at the September board meeting.

ACCEPTANCE OF THE EXECUTIVE DIRECTOR'S REPORT

The chair asked for approval of the Executive Director's report that was presented at the May 9, 2019 Board Meeting. **This was approved with a motion from Craig Reiter, seconded by Susan Kleikamp; Motion Carried.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that the annual Dinner with DATA was held on 6/20/19. Representatives from Senator Debbie Stabenow and Senator Gary Peter's office attended. The majority of the HS/EHS staff are on summer lay off.
A motion was made to accept her report as presented by Susan Kleikamp and seconded by Myra Croasdell; Motion Carried.

PUBLIC COMMENT

No public comments were made.

OTHER BUSINESS

No other business was brought before the board.

ADJOURNMENT

A motion to adjourn was made by Omer Doran, supported by Craig Reiter; Motion carried.

Meeting adjourned at 1:00 pm CDT

Next meeting is scheduled September 12, 2019 at 12:30 pm.