

**Menominee-Delta-Schoolcraft  
Community Action Agency  
GOVERNING BOARD MEETING  
Thursday, March 8, 2018  
511 First Ave. N, Escanaba  
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**

Omer Doran, Schoolcraft  
Clyde Thoune, Menominee  
Susan Kleikamp, Menominee  
Peter Thoune, Menominee  
Geri Nelson, Delta  
Karen Wigand, Delta  
Theresa Nelson, Delta  
John Stapleton, Schoolcraft  
Myra Croasdell, Delta  
Ken Penokie, Delta  
Bernie Lang, Menominee  
Tom Lippens,  
Jennifer McDonald, Menominee  
Craig Reiter, Schoolcraft

**OTHERS PRESENT**

Julie Moberg, Executive Director  
Naomi Fletcher, Weatherization  
Shanna Hammond, HR Manager  
Kris Thibeault, Finance Director  
Sally Kidd, Senior Services Director  
Lori Giuliani, RSVP Director  
Pat Royer, Nutrition Manager  
Christine Ramey, Receptionist

**MEMBERS ABSENT**

Dan LaFoilie, Excused  
Dave Anthony Excused

**APPROVAL OF 1/11/2018 GOVERNING BOARD MINUTES**

Members received a draft of the 1/11/18 Governing Board minutes and THEY WERE APPROVED WITH A MOTION FROM TOM LIPPENS, SECONDED BY OMER DORAN; MOTION CARRIED.

**FINANCE COMMITTEE REPORT**

The chair called on the Treasurer, Susan Kleikamp who reported that the Finance Committee met and reviewed to approve the CAA January Accounts Payable Schedule by Peter Thoune, seconded by Bernie Lang; motioned carried.

## **NOMINATING COMMITTEE REPORT/APPROVAL OF APPOINTMENT**

The Chair called on Clyde Thoune who reported the committee met today and recommends acceptance of Penny Carlson to represent Schoolcraft County Consumer Sector. John Stapleton moved to approve appointment, seconded by Susan Kleikamp; motioned carried.

## **SAFETY COMMITTEE REPORT**

The chair called on Tom Lippens who reported that the Safety Committee reviewed 3 accidents in the Mid-County Senior Center and Hermansville Nutrition. Peter Thoune motion and Craig Reiter seconded. Motion Carried. In Delta County, a case of an employee fall on the sidewalk was reviewed.

## **ACCEPTANCE OF FEBRUARY ECP REPORT**

Members received a copy of the February ECP report and it was accepted with a motion from Myra Croasdell, supported by Omar Doran; Motion Carried.

## **ACCEPTANCE OF FALL 2017 CHILD OUTCOMES REPORT**

A motion to accept the fall 2017 child outcomes report is in order. They were moved to approve by Clyde Thoune and seconded by John Stapleton, Motion carried.

## **APPROVAL OF 12/6/17 & 12/20/17 ECP POLICY COUNCIL MINUTES**

Members received a copy of the 10/24/17 ECP Policy Council minutes for their review and they were approved with a motion from Craig Reiter, second Geri Nelson; Motion carried.

## **APPROVAL OF BOARD RESOLUTION REGARDING PROPOSED BUDGET CUTS**

Julie Moberg was called on to review the Board Resolution regarding proposed budget cuts. They were accepted with a motion from Ken Penokie, supported by Clyde Thoune, Motion carried.

## **ERSEA PROCEDURES TRAINING**

ERSEA Training was provided by Head Start staff Erin Russell.

## **APPROVAL OF THE SELECTION & ACCEPTANCE PROCEDURES**

The selection and acceptance procedures were reviewed. A motion to except the update selection and acceptance procedures was made by John Stapleton and seconded by Peter Thoune. Motion carried.

## **AUTHORIZATION TO SUBMIT REFUNDING APPLICATIONS FOR 2018-19**

A motion to authorize agency program directors to submit refunding applications for 2018-19 was made by Ken Penokie, supported by Susan Kleikamp, Motion carried.

## **MDS CAA/HRA STRATEGIC PLAN UPDATE**

Julie Moberg was called on to give the board an update on the agency's strategic plan. A motion to accept the update to the strategic plan was made by Craig Ritter moved and Myra Croasdell supported, motion carried.

## **ACCEPTANCE OF THE CAA/HRA AGENCY ANNUAL REPORT**

A motion to accept the CAA/HRA Agency Annual Report to the community was made by Peter Thoune, supported by Myra Croasdell, Motion carried.

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

Julie Moberg gave her Executive Directors report  
Clyde Thoune moved to accept the report and supported by Tom Lippens. Motion carried.

## **PUBLIC COMMENT**

No public comments made.

## **OTHER BUSINESS**

No other business came before the board.

## **ADJOURNMENT**

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

**Meeting adjourned at 1:25pm**