

**Menominee-Delta-Schoolcraft
Community Action Agency
GOVERNING BOARD MEETING
Thursday, May 10, 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
Karen Wigand, Delta
Penny Carlson, Schoolcraft
John Stapleton, Schoolcraft
Myra Croasdell, Delta
Tom Lippens, Delta
Craig Reiter, Schoolcraft
Dave Anthony, Delta

OTHERS PRESENT

Julie Moberg, Executive Director
Connie Maule, SCP Director
Shanna Hammond, HR Manager
Kris Thibeault, Finance Director
Sally Kidd, Senior Services Director
Christine Ramey, Receptionist
Myra Smeester, ECP Director

MEMBERS ABSENT

Dan LaFoilie, Schoolcraft
Theresa Nelson, Delta
Ken Penokie, Delta
Jennifer McDonald, Menominee
Geri Nelson, Delta
Bernie Lang, Menominee
Nicole Cook, Delta

APPROVAL OF APRIL 12, 2018 GOVERNING BOARD MINUTES

Members received a draft of the April 12, 2018 Governing Board minutes and THEY WERE APPROVED WITH A MOTION FROM CRAIG REITER, SECONDED BY CLYDE THOUNE; MOTION CARRIED.

PRESENTATION OF THE AUDIT FOR FISCAL YEAR ENDING 9/30/2017

A presentation was given by Brandy Olson from Anderson Tackman & Company, PLC. Brandy Olson reviewed the Audit for the fiscal year ending 9/30/2017. The board discussed and approved with a motion from Craig Reiter, Seconded by Peter Thoune; Motion Carried.

FINANCE COMMITTEE REPORT

The chair called on the Treasurer, Susan Kleikamp who reported that the Finance Committee met and reviewed and approved the March CAA Accounts Payable Schedule. This was approved with a motion from Peter Thoune, seconded by Tom Lippens; Motion Carried.

Treasurer, Susan Kleikamp called on Finance Director Kris Thibeault for the approval of Sole Source Bid for Payroll-HR Software. A motion to approve from Peter Thoune, seconded by John Stapleton; Motion Carried

APPROVE OF WAIVER TO RUN A LOCALLY DESIGNED PROGRAM OPTION-TODDLER ROOM

ECP Director Myra Smeester reviewed with the board to run a local toddler room. A motion to approve the waiver request was moved by John Stapleton, seconded by Myra Croasdell; Motion Carried.

ACCEPTANCE OF APRIL ECP REPORT AND CUSTOMER SATISFACTION SURVERY

Members received a copy of the April ECP report and a Customer Satisfaction Summary. It was accepted with a motion from Craig Reiter, supported by Myra Croasdell; Motion Carried.

ACCEPTANCE OF DAN LAFOILLE'S REGSIGNATION

Dan has decided to resign from the Governing Board. With regrets this was approved by Clyde Thoune, seconded by Susan Kleikamp; Motion Carried.

DISCUSSION OF THE ELECTION OF BOARD OFFICERS IN JULY

This will not take place until July of 2019 as last year the board approved two year terms for officers.

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

Julie Moberg gave her Executive Directors report. Julie reported that on June 26, 2018 Dinner with DATA will take place at the Terrace Bay Inn Fresh Water Tavern on beautiful Lake Michigan. All board members are welcome to attend. She also stated that ECP staff are laid off over of the summer. This was approved by Tom Lippens, seconded by Susan Kleikamp; Motion Carried.

PUBLIC COMMENT

No public comments made.

OTHER BUSINESS

Dave Anthony submitted his resignation to the Board as representative for Hannahville Indian Community effective June 1, 2018. The board is looking for two new members for Schoolcraft and Delta Sectors. The Nominating Committee will meet before the July 19th meeting to discuss applications. Acceptance of Dave Anthony's resignation with regrets was motioned by John Stapleton, seconded by Tom Lippens; Motion Carried.

ADJOURNMENT

A motion to adjourn was made by Craig Reiter, supported by Peter Thoune; Motion carried.

Meeting adjourned at 1:15pm

Next meeting July 19 Annual Meeting in Manistique