

**Menominee-Delta-Schoolcraft
Community Action Agency
GOVERNING BOARD MEETING
Thursday, November 10, 2016
12:30 p.m. (eastern)
511 First Ave. No., Escanaba**

MINUTES

Chair Wigand called the meeting to order at 12:30 p.m. A quorum was noted with the following in attendance:

MEMBERS PRESENT

Omer Doran, Schoolcraft
Dan LaFoilie, Schoolcraft
Clyde Thoune, Menominee
Craig Reiter, Schoolcraft
Andrea Raygo, Menominee
Myra Croasdell, Delta
Lee Robbert, Schoolcraft
Peter Thoune, Menominee
Susan Kleikamp, Menominee
Bernie Lang, Menominee
Geri Nelson, Delta
John Stapleton, Schoolcraft
Tom Lippens, Delta

OTHERS PRESENT

Julie Moberg, Executive Director
Cathy Pearson, Executive Assistant
Myra Smeester, ECP Director
Mary Ciminskie, HR Manager/IT
Connie Maule, SCP Director
Kris Thibeault, Finance Director
Naomi Fletcher, WX/Housing Director
Sarah Cantrell, RSVP Director
Sally Kidd, Senior Services Director

MEMBERS ABSENT

Dave Moyle
Amanda Ely

APPROVAL OF OCTOBER 6, 2016 GOVERNING BOARD

Members received a draft of the October 6, 2016 Governing Board minutes for their review and ***THEY WERE APPROVED WITH A MOTION FROM FOM PETER THOUNE, SECONDED BY MYRA CROASDELL; MOTION CARRIED.***

FINANCE COMMITTEE REPORT

Ms. Wigand called on Treasurer Susan Kleikamp who reported that the Finance Committee met today and reviewed the CAA Sept. Accounts Payable Schedule and charges. ***Clyde Thoune moved to approve the CAA September Accounts Payable Schedule, seconded by Omer Doran; motion carried.***

Finance Director Kris Thibeault presented the agency-wide budget to the board and ***IT WAS APPROVED WITH A MOTION FROM PETER THOUNE, SECONDED BY MYRA CROADELL; MOTION CARRIED.***

APPROVAL OF PROPOSED BOARD MEETING SCHEDULE FOR 2017

Members received the proposed board meeting schedule for 2017 and ***IT WAS APPROVED WITH A MOTION FROM DAN LAFOILLE, SECONDED BY CRAIG REITER; MOTION CARRIED.***

APPROVAL OF ECP MONTHLY REPORT

Members received a copy of the September ECP report for their review and ***IT WAS APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SUPPORTED BY OMER DORAN; MOTION CARRIED.***

ACCEPTANCE OF 9/27/16 HEAD START POLICY COUNCIL MINUTES

Members received a copy of the 9/27/16 Head Start Policy Council minutes for their review and ***THEY WERE ACCEPTED WITH A MOTION FROM CLYDE THOUNE, SECONDED BY MYRA CROASDELL; MOTION CARRIED.***

APPROVAL OF VEHICLE USE POLICY

Members received a draft of an agency Vehicle Use Policy for the board's consideration and ***IT WAS APPROVED WITH A MOTION FROM SUSAN KLEIKAMP, SECONDED BY DAVE ANTHONY; MOTION CARRIED.***

UPDATES ON HEAD START PERFORMANCE STANDARDS

The Chair called on Myra Smeester, ECP Director who reported that there was an 11/7/16 deadline for some of the new standards to be in place. Myra reported that her staff have reviewed the current changes and believe they are meeting all of the requirements. The changes will be coming throughout the next few years and Myra will keep the board up to date.

EXECUTIVE DIRECTOR'S REPORT

Karen Wigand called on the Executive Director who noted that she and Myra will be attending training in Chicago next week on the new performance standards. She assured the board that Myra and her staff are working diligently to ensure that we are in compliance.

She reported that the Head Start Continuation grant was approved by the regional Head Start office and we have not received word yet on the duration grant request.

THE EXECUTIVE DIRECTOR'S REPORT WAS APPROVED WITH A MOTION FROM CRAIG REITER, SECONDED BY CLYDE THOUNE; MOTION CARRIED.

PUBLIC COMMENT

There were no public comments.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

There being no other business ***THE MEETING ADJOURNED AT 1:00 P.M. WITH A MOTION FROM CLYDE THOUNE, SECONDED BY DAVE ANTHONY; MOTION CARRIED.***

