

**Menominee-Delta-Schoolcraft
Community Action Agency
GOVERNING BOARD MEETING**

Thursday, October 6, 2016

12:30 p.m.

511 First Avenue North, Escanaba

MINUTES

Karen Wigand called the meeting to order at 12:30 p.m. A written roll call was taken and a quorum was noted with the following present:

MEMBERS PRESENT

Omer Doran, Schoolcraft
Dan LaFoilie, Schoolcraft
Tom Lippens, Delta
Karen Wigand, Delta
Bernie Lang, Menominee
Lee Robbert, Schoolcraft
Clyde Thoune, Menominee
Peter Thoune, Menominee
Craig Reiter, Schoolcraft
John Stapleton, Schoolcraft
Amanda Ely, Delta

OTHERS PRESENT

Julie Moberg, Executive Director
Myra Heslip, ECP Director
Kim Boutilier, Education Mgr.
Naomi Fletcher, WX/Hsng. Director
Kris Thibeault, Finance Director
Mary Ciminskie, HR. Mgr./IT Coord.
Connie Maule, SCP Director
Peggy Ramsden, FGP Director
Sally Kidd, Senior Services Director
Cathy Pearson, Executive Assistant

MEMBERS ABSENT

Susan Kleikamp, excused
Geri Nelson, excused
Andrea Raygo, excused
Dave Moyle, excused
Dave Anthony, excused
Myra Croasdell, excused
Ken Penokie, excused

APPROVAL OF SEPTEMBER 8, 2016 GOVERNING BOARD MINUTES

Members received a draft of the 9/8/16 Governing Board minutes for their review **AND THEY WERE APPROVED WITH A MOTION FROM CRAIG REITER, SECONDED BY OMER DORAN; MOTION CARRIED.**

APPROVAL OF REVISED JULY 7, 2016 GOVERNING BOARD MINUTES

Members were given a copy of a proposed change to the 7/7/16 CAA Governing Board minutes noting that a quorum of the Policy Council was present. **PETER THOUNE MOTIONED TO APPROVE THE REVISED 7/7/16 CAA GOVERNING BOARD MINUTES, SECONDED BY JOHN STAPLETON; MOTION CARRIED.**

FINANCE COMMITTEE REPORT

The Chair called on Dan LaFoille who reported that the Finance Committee met today and reviewed the CAA August Accounts Payable Schedule and ***DAN LAFOILLE RECOMMENDED THEIR APPROVAL, SUPPORTED BY TOM LIPPENS; MOTION CARRIED.***

ACCEPTANCE OF ECP SEPTEMBER MONTHLY REPORT

Members were mailed a copy of the ECP September monthly report and ***IT WAS ACCEPTED UPON A MOTION FROM JOHN STAPLETON, SECONDED BY CLYDE THOUNE; MOTION CARRIED.***

APPROVAL OF 0-5 SCHOOL READINESS PLAN

Members received a copy of the 0-5 ECP School Readiness Plan. ECP Director, Myra Heslip explained that the plan was updated due to the Office of Head Start putting out a new 0-5 Early Learning Framework and to ensure that the School Readiness Plan aligned with our program goals as well.

EXECUTIVE DIRECTOR'S REPORT

Chair Wigand called on Julie Moberg who reported that the new Head Start Performance Standards were officially released on 9/1/16. Myra and Julie will be attending training on the new regulations in November. Some of the main focus areas are on extending the service hours, operations such as child absences and working with difficult behaviors, staff background checks, group classroom ratios, data management, curriculum, and staff qualifications. She also noted that Myra continues to work on some minor revisions to the duration grant request and the program continuation grant.

PUBLIC COMMENT

There were no public comments.

OTHER BUSINESS

Kris Thibeault indicated we are going to direct deposit of travel checks for staff and volunteers and this option is available to the board members that receive travel reimbursement as well. A form was provided to those interested.

ADJOURNMENT

There being no other business ***THE MEETING ADJOURNED AT 12:45 WITH A MOTION FROM CLYDE THOUNE, SECONDED BY TOM LIPPENS; MOTION CARRIED.***