

Menominee-Delta-Schoolcraft
COMMUNITY ACTION AGENCY
Governing Board Annual Meeting
Thursday July 25, 2024
Community Action Agency
Escanaba MI
10:00 a.m. ET

MINUTES

The meeting was called to order at 10:03 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

Jennifer MacDonald, Menominee
Craig Reiter, Schoolcraft
Susan Kleikamp, Menominee
Connie Maule, Menominee
John Stapleton, Schoolcraft
Marie Whitmire, Menominee
Robin Double, Schoolcraft
John Malnar, Delta
Myra Croasdell, Delta
Mary Lu Gaudette, Delta
Jessica Flory-Whitmer
Jeff Waeghe, Delta
Patricia Meuller, Menominee
Mia Smith, Menominee
Michael Peitsch, Schoolcraft
Fran Majestic, Schoolcraft

OTHERS PRESENT

Gary Willoughby, Executive Director
Alexandria Kleikamp, Admin Assistant
Jessica Grenfell, Finance Director
Helen Corbett, HR Director
Lori Giuliani, RSVP Director
Lannie Berg, Welcome Newborns
Hannah Micheau, Emergency Services
Peggy Ramsden, FGP Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services
Myra Smeester, HS/EHS Director
Kristie Stenlund, Sr Services Director
Linda Paulin, SCP Director

MEMBERS ABSENT

Jeff Waeghe, Delta
Mia Smith, Menominee
Jessica Flory-Whitmer

PRESENT BY ZOOM

Kristyn Coppock, Delta

APPROVAL OF AGENDA

A motion was made by Marie Whitmire to approve the agenda as presented seconded by Mary Lu Gaudette; Motion Carried.

APPROVAL OF THE CONSENT AGENDA

Members received copies of the following items for their review. The Consent Agenda was approved with a motion from John Malnar, seconded by Marie Whitmire; Motion Carried.

- May 23, 2024 Governing Board Minutes
- April 2024 and May 2024 CAA Accounts Payable Schedule

- HS/EH Policy Council April 2024 and May 2024 Minutes
- Myra Smeester Title Change to Deputy Director
- By-Law's updated 07/09/24

APPROVAL OF THE FY2025 HEAD START NON-COMPETING BASE LINE GRANT APPLICATION

All members received a copy of the FY2025 Head Start Non-Competing Base Line Grant Application for their review. The Chair then called on Myra Smeester for more information. **A motion was made by Fran Majestic to accept the FY2025 Head Start Non-Competing Base Line Grant Application as presented, seconded by Patricia Mueller; Motion Carried.**

APPROVAL OF THE FY2025 EARLY HEAD START CONTINUATION GRANT

All members received a copy of the FY2025 Early Head Start Non-Competing Base Line Grant Application for their review. The Chair then called on Myra Smeester for more information. **A motion was made by Fran Majestic to accept the FY2025 Early Head Start Non-Competing Base Line Grant Application as presented, seconded by Patricia Mueller; Motion Carried.**

APPROVAL OF THE EARLY HEAD START LOCALLY DESIGNED OPTION WAIVER

All members received a copy of the Early Head Start Locally Designed Option Waiver for their review. The chair called on Myra Smeester for more information. **A motion was made by Fran Majestic to approve the Early Head Start Locally Designed Option Waiver as presented, seconded by Patricia Mueller; Motion Carried.**

APPROVAL OF THE NON-FEDERAL SHARE WAIVER REQUEST

All members received a copy of the Non-Federal Share Waiver request for their review. The chair called on Myra Smeester for more information. **A motion was made by Fran Majestic to approve the Non-Federal Share Waiver as presented, seconded by Patricia Mueller; Motion Carried.**

APPROVAL TO APPLY FOR THE WELCOME NEWBORNS GRANT FOR DELTA AND SCHOOLCRAFT COUNTY

All members received a copy of the Welcome Newborns Grant proposal for Delta and Schoolcraft County for their review. The chair called on Myra Smeester for more information. **A motion was made by Jennifer MacDonald to approve the Welcome Newborns Grant proposal for Delta and Schoolcraft County as presented, seconded by Connie Maule; Motion Carried.**

ACCEPTANCE OF ECP DIRECTOR'S REPORT

The Chair called on Myra Smeester for her report. **A motion was made to accept the ECP Director's report as presented by Susan Kleikamp, seconded by Marie Whitmire; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

No board comments were heard.

ADJOURNMENT

**A motion to adjourn was made by Mary Lu Gaudette supported by Patricia Mueller;
Motion carried.**

Meeting adjourned at 10:34 am

Next meeting is scheduled September 26, 2024 at 10:00 am ET.