

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

MINUTES

The meeting was called to order at 10:00 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

Craig Reiter, Schoolcraft
Susan Kleikamp, Menominee
Connie Maule, Menominee
John Stapleton, Schoolcraft
Marie Whitmire, Menominee
Jessica Flory-Whitmer, Schoolcraft
Mia Smith, Menominee
Myra Croasdell, Delta
Mary Lu Gaudette, Delta
Fran Majestic, Schoolcraft
Patricia Mueller, Menominee
John Malnar, Delta
Robin Double, Schoolcraft

OTHERS PRESENT

Dianne Gartland, Admin Assistant
Alexandria Viau, Receptionist
Kris Thibeault, Finance Director
Jessica Grenfell, Deputy Finance Director
Lannie Berg, Welcome Newborns
Hannah Micheau, Emergency Services
Helen Corbett, HR Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services
Myra Smeester, HS/EHS Director
Kristie Stenlund, Sr Services Director

MEMBERS EXCUSED

Jeff Waeghe, Delta
Michael Peitsch, Schoolcraft
Kristyn Coppock, Delta
Jennifer MacDonald, Menominee

APPROVAL OF THE AMENDED AGENDA

A motion was made by Mia Smith to approve the amended agenda as presented seconded by Marie Whitmire; 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 Susan Kleikamp, seconded by Mary Lu Gaudette; Motion Carried.**

- March 28, 2024 CAA Governing Board Minutes
- February 2024 CAA Accounts Payable Schedule

ACCEPTANCE OF THE 2022-2023 MDSCAA ANNUAL REPORT

All members received a copy of the Agency's Annual Report for 2022-2023 for their review. The Chair called on Dianne Gartland for more information. **A motion was made by Patricia Mueller to accept the 2022-2023 MDSCAA Annual Report as presented, seconded by Mia Smith; Motion Carried**

ACCEPTANCE OF THE MDSCAA PERSONNEL POLICIES

All members received a copy of the MDSCAA Personnel Policies for their review. The Chair called on Helen Corbett for more information. **A motion was made by Marie Whitmire to accept the MDSCAA Personnel Policies with an effective date of May 1, 2024 as presented, seconded by Connie Maule; Motion Carried.**

ACCEPTANCE OF THE MDSCAA STRATEGIC PLAN UPDATE

All members received a copy of the MDSCAA Strategic Plan update for their review. The Chair called on Myra Smeester for more information. **A motion was made by Mia Smith to accept the MDSCAA Strategic Plan update as presented, seconded by Fran Majestic; Motion Carried.**

APPROVAL TO SUBMIT CHANGE OF SCOPE REQUEST

All members received a copy of the Change of Scope request for their review. The Chair called on Myra Smeester for more information. **A motion was made by Marie Whitmire to approve the Change of Scope Request as presented, seconded by Myra Croasdell; Motion Carried.**

ACCEPTANCE OF THE ECP DIRECTOR'S REPORT

The Chair called on Myra Smeester for more information. **A motion was made by Fran Majestic, to accept the ECP Director's Report presented, seconded by Marie Whitmire; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

Craig Reiter introduced our new Deputy Finance Director Jessica Grenfell to the Board.

ADJOURNMENT

**A motion to adjourn was made by John Stapleton, supported by John Malnar;
Motion carried.**

Meeting adjourned at 10:37 am ET

Next meeting is scheduled May 23, 2024 at 10:00 am ET.