Board of Directors  
Notice of Meeting  

Monday, August 24, 2020  
Via GoToMeeting  
6:30 P.M. BOARD OF DIRECTORS MEETING  

This month’s board meeting will be conducted utilizing GoToMeeting. You can join the meeting from a computer with a camera and microphone (most laptops have both). You can also join through an iPad or smart phone. You can download the GoToMeeting app. We are providing a few Council iPads to members and they will receive instructions with the iPads.

Please plan to join the meeting by 6:15 p.m. Monday, August 24, 2020, so we can start at 6:30 p.m. If you have any problems connecting, call the office at 859-233-4600, and then press extension 1415. Staff from the IT department will be on hand to help.

CAC Board Meeting

Please join the meeting from your computer, tablet or smartphone.

https://global.gotomeeting.com/join/899888085

You can also dial in using your phone.  
(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (646) 749-3122

Access Code (meeting id): 899-888-085

New to GoToMeeting? Get the app now and be ready when your first meeting starts: https://global.gotomeeting.com/install/899888085

TO REQUEST AN EXCUSED ABSENCE
Camisha Boyd: 859-233-4600, Ext. 1412 OR camisha.boyd@commaction.org

*PLEASE MAKE THESE REQUESTS BEFORE MONDAY 8/24/2020*

ALL COMMUNITY ACTION COUNCIL BOARD MEETINGS ARE OPEN TO THE GENERAL PUBLIC
Mission: Community Action Council prevents, reduces, and eliminates poverty among individuals, families, and communities through direct services and advocacy.

BOARD OF DIRECTORS - REGULAR MEETING
6:30 P.M. – MONDAY, AUGUST 24, 2020

AGENDA

1. Call to Order, Roll Call, Introduction of New Board and/or Staff Members, & CAC Promise*
   ----Denise Beatty, Chairman
2. Adoption of the Agenda**
   ----Denise Beatty, Chairman
3. Approval of Minutes of June 22, 2020**
   ---Michele C. Lee, Secretary
   ---Camisha Boyd, Assistant to the Executive Director
4. Executive Director’s Report*
5. Committees of The Board**
   a. Executive Committee
      1. None
         ----Denise Beatty, Chair
         ----Sharon Price, Executive Director
   b. Personnel Committee
      1. None.
         ----Maria Rutherford, Chair
         ----Bridgett Rice, Director of Human Resources
         ----Charlotte Taylor, HR Generalist
   c. Grant and Fundraising Development Committee
      1. Report
         ---Vacant, Chair
         ---Melissa Tibbs, Director of Planning, Communications, and Advancement
   d. Evaluation and Planning Committee
      1. Head Start Action Items
         (a) None
      2. Other Approvals (Action Items)
         (a) Ratification of Approval of 2020 HOME Tenant Based Rental Assistance Funding Agreement
      3. Discussion Items
         (a) None
      4. Informational Items
         (a) 2019-2020 LIHEAP Compliance Desk Review
             ----Art Crosby, Chair
             ----Melissa Tibbs, Director of Planning, Communications and Advancement
Mission: Community Action Council prevents, reduces, and eliminates poverty among individuals, families, and communities through direct services and advocacy.

---Jessica Coffie, Director of Child Development
---Kesha Richardson, ERSEA Director

**e. Finance Committee**

1. **Financial Reports**
   - (a) Consolidated Balance Sheet, July 2020 (Action Item) Pg. 65
   - (b) Financial Statement, July 2020 (Action Item)
   - (c) Head Start Budget Detail, July 2020
   - (d) Accounts Receivable, July 2020
   - (e) Line-of-Credit Report, July 2020
   - (f) Financial Statements for Winter Care, July 2020
   - (g) Financial Statement for Shepherd’s Place, July 2020
   - (h) Credit Card Statements, July 2020
   - (i) Health Trust, July 2020
   - (j) Unemployment Insurance Trust
   - (k) Fiscal Operations Policies and Procedures- Revised Procedures (Action Item)

2. **Budget Amendment (Action Items)**
   - (a) Health Navigators Program FY 2019-20 Budget Amendment 1 Pg. 123
   - (b) ESG COVID Housing Response (Homeless to Hotel) Amendment 1 Pg. 127
   - (c) 2020 South Central Head Start Budget Amendment (04CH010721) Pg. 131
   - (d) 2019-2020 South Central Head Start Program Carry Over Request Pg. 159

3. **New Budgets (Action Items)**
   - (a) Miscellaneous FY 2019-20 Pg. 161
   - (b) 2355 ESG Hybrid Sheltering Solution (Pending Award) Pg. 173
   - (c) Planning, Communications, & Advancement Fundraising FY 2020-21 Pg. 177
   - (d) Restricted Funds Combined Budgets 2020-2021 Pg. 181
   - (e) Head Start Alumni Scholarship FY 2020-2021 Budget Pg. 203
   - (f) LFUCG Extended Social Resources Grant (ESR) for Emergency Family Housing FY 2020-21 Budget Pg. 205
   - (g) LFUCG ECCO Plus FY 2020-2021 Budget Pg. 209
   - (h) Childcare Center CARES Act Funding FY 2020-21 Pg. 213
   - (i) Childcare Budget FY 2020-21 Pg. 219
   - (j) Entrepreneurship- BOSS UP Program FY 2020-21 Budget Pg. 227
   - (k) Delta Gas Energy Assistance Program 2020-21 Budget Pg. 229
   - (l) LFUCG ESG Housing Support Application Budget 2020-21 Pg. 231
   - (m) Affordable Energy Initiative FY 2020-2021 Budget Pg. 237
   - (n) Shepherd Place FY 2020-2021 Budget Pg. 241
   - (o) WinterCare FY 2020-2021 Budget Pg. 243

---Joshua Lewis, Treasurer
---Kimberly Baird, Assistant Treasurer
---Sharon Price, Executive Director
---Erin Hensley, Chief Financial Officer

**f. Audit Committee**

1. None

Promise: “Community Action changes people’s lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.”
Mission: Community Action Council prevents, reduces, and eliminates poverty among individuals, families, and communities through direct services and advocacy.

---Art Crosby, Chair
---Erin Hensley, Chief Financial Officer

g. **Nominating and Recruitment Committee**
   1. 2020 Private Sector Designation
      ---Vacant, Chair
      ----Sharon Price, Executive Director
      ----Camisha Boyd, Assistant to the Executive Director

6. **Shared Governance Training**
   a. Approved Policy Council Minutes: May 2020
   b. COVID-19 Safety Measures
      ---Jessica Coffie, Director of Child Development
      ---Laura Sheffield, Health and Nutrition Manager

7. **Operations Reports – July 2020**
8. **Comments and Announcements**
9. **Public Comment**

*VERBAL / **ENCLOSED / ***HAND-OUT