



**BOARD OF DIRECTORS - REGULAR MEETING  
6:30 P.M. – MONDAY, JUNE 22, 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 May 26, 2020\*\*** Pg. 7  
---Michele C. Lee, Secretary  
---Camisha Boyd, Interim Executive Project Coordinator
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** Pg. 17
    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) None
    3. **Discussion Items**
      - (a) None
    4. **Informational Items**
      - (a) CSBG/Project LIFE 19-20 Monitoring Report Pg. 19
      - (b) Weatherization Monitoring Letter Pg. 53
      - (c) Final Close Out Letter - November 2019 - ESG & CoC KHC Monitoring Pg. 57  
----Art Crosby, Chair

- Melissa Tibbs, Director of Planning, Communications and Advancement
- Jessica Coffie, Director of Child Development
- Kesha Richardson, ERSEA Director

**e. Finance Committee**

**1. Financial Reports**

- (a) Consolidated Balance Sheet, May 2020 (Action Item) Pg. 59
- (b) Financial Statement, May 2020 (Action Item)
- (c) Head Start Budget Detail, May 2020
- (d) Accounts Receivable, May 2020
- (e) Line-of-Credit Report, May 2020
- (f) Financial Statement for Shepherd’s Place, May 2020
- (g) Credit Card Statements, May 2020
- (h) Health Trust, May 2020

**2. Budget Amendment (Action Items)**

- (a) None

**3. New Budgets (Action Items)**

- (a) Management & Support Services (MSS) FY 2020-21 Budget Pg. 89
- (b) Community Services Block Grant (CSBG) Plan and Budget FY 2020-21 Pg. 97
- (c) Community Services Block Grant- CARES (CSBG-CARES) Plan and Budget FY 2020-21 Pg. 113
- (d) Low Income Home Energy Assistance Program (LIHEAP) FY 2020-21 Budget Pg. 117
- (e) Department of Energy Weatherization FY 2020-21 Budget Pg. 123
- (f) LIHEAP Weatherization FY 2020-21 Pg. 129
- (g) LFUCG Housing Navigator 2020-21 Budget Pg. 133
- (h) Learning Independence & Fostering Empowerment (Project LIFE) FY 2020-21 Budget Pg. 139

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

**f. Audit Committee**

- 1. None
  - Art Crosby, Chair
  - Erin Hensley, Chief Financial Officer

**g. Nominating and Recruitment Committee**

- 1. None.
  - Vacant, Chair
  - Sharon Price, Executive Director
  - Camisha Boyd, Interim Executive Project Coordinator

**6. Shared Governance Training\*\***

- a. Approved Board Minutes: April 2020 Pg. 145
- b. Approved Policy Council Minutes: April 2020 Pg. 159

*Mission: Community Action Council prevents, reduces, and eliminates poverty among individuals, families, and communities through direct services and advocacy.*

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- c. Healthy Meals on a Budget Pg. 165  
---Jessica Coffie, Director of Child Development
7. **Operations Reports – May 2020\*\*** Pg. 171
8. **Comments and Announcements\***
9. **Public Comment\***

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

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*Promise: "Community Action change's 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."*