



**BOARD OF DIRECTORS - REGULAR MEETING  
6:30 P.M. – MONDAY, March 23, 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 February 24, 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. 2020 Employee Compensation Plan Pg. 11  
----Maria Rutherford, Chair  
---- Bridgett Rice, Director of Human Resources  
----Charlotte Taylor, HR Generalist
  - c. **Grant and Fundraising Development Committee**
    1. Report Pg. 17  
---Vacant, Chair  
---Melissa Tibbs, Director of Planning, Communications, and Advancement
  - d. **Evaluation and Planning Committee**
    1. **Head Start Action Items**
      - (a) 2020-2021 Head Start/Early Head Start/Early Head Start-Child Care Pg. 19  
Partnership Self-Assessment and Improvement Plan (#04CH011199)  
(04HP000358)
      - (b) 2020-2021 Early Head Start- Child Care Partnership Training and Pg. 41  
Technical Assistance (#04HP000358)
      - (c) 2020-21 Head Start/Early Head Start Continuation Application and Pg. 71  
Budget (04CH011199)
      - (d) Head Start and Early Head Start 2020 Community Assessment Pg. 87
    2. **Other Approvals (Action Items)**
      - (a) None.

3. **Discussion Items**
  - (a) None.
4. **Informational Items**
  - (a) Assertive Street Outreach Quarterly Report Pg. 131
  - (b) Assertive Street Outreach Media Release Pg. 133
    - 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, February 2020 (Action Item) Pg. 135
    - (b) Financial Statement, February 2020 (Action Item)
    - (c) Head Start Budget Detail, February 2020
    - (d) Accounts Receivable, February 2020
    - (e) Line-of-Credit Report, February 2020
    - (f) Financial Statements for Winter Care, February 2020
    - (g) Financial Statement for Shepherd's Place, February 2020
    - (h) Credit Card Statements, February 2020
    - (i) Health Trust, February 2020
  2. **Budget Amendment (Action Items)**
    - (a) Head Start and Early Head Start (04CH01119) FY 2019-2020 Budget Amendment 1 Pg. 167
    - (b) 2019-2020 Pantry Restricted Budget- Extension Request Pg. 197
  3. **New Budgets (Action Items)**
    - (a) Head Start and Early Head Start 2020-2021 Budget See #5.d.1.c
      - 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: January 2020 Pg. 199
  - b. Approved Policy Council Minutes: January 2020 Pg. 205

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

---

- c. Special Program: Transportation (ECCO+) Pg. 209
  - Jessica Coffie, Director of Child Development
  - John Sexton, Transportation Coordinator
- 7. **Operations Reports – February 2020\*\*** Pg. 213
- 8. **Comments and Announcements\***
- 9. **Public Comment\***

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

---

*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."*