

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

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**BOARD OF DIRECTORS - REGULAR MEETING**

**6:30 P.M. – MONDAY, March 25, 2019**

**AGENDA**

1. **Call to Order, Roll Call & Introduction of New Board and/or Staff Members, CAC Promise, and Special Presentation\***  
----Michele C. Lee, Chairman
2. **Adoption of the Agenda\*\***  
----Michele C. Lee, Chairman
3. **Approval of Minutes of February 25, 2019\*\*** Pg. 4  
---Ann Vail, Secretary  
---Camisha Boyd, Interim Executive Project Coordinator
4. **Closed Session\***  
---Bridgett Rice, Interim Executive Director  
---Steve Amato, General Counsel
5. **Executive Director's Report\***
  - a. **Strategic Planning Updates**
    1. Operational Efficiency
    2. Richmond Facility
6. **Committees Of The Board\*\***
  - a. **Executive Committee\***
    1. Search Committee Update  
----Michele Lee, Chair  
----Bridgett Rice, Interim Executive Director
  - b. **Personnel Committee**
    1. None  
----Jackie Brown, Chair  
----Bridgett Rice, Director of Human Resources  
----Charlotte Taylor, HR Generalist
  - c. **Grant and Fundraising Development Committee**
    1. Report Pg. 9  
---Vacant, Chair  
---Melissa Tibbs, Director of Planning, Communications, and Advancement
  - d. **Evaluation and Planning Committee**
    1. **Head Start Approvals (Action Items)**
      - (a) None
    2. **Other Approvals (Action Items)**
      - (a) 2018-2020 Plan- Year 2 Pg. 11
    3. **Discussion Items**
      - (a) Regional Head Start CLASS Observation Results
    4. **Informational Items**
      - (a) Transportation Waiver Approval 2019 Pg. 36
      - (b) 2018 CACFP Official Monitoring Pg. 37
      - (c) Strategic Plan 2019-2023 (walk on)

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- Art Crosby, Chair
- Melissa Tibbs, Director of Planning, Communications and Advancement
- Sharon Price, Director of Child Development
- Kristopher Smith, Director of Community Service

**e. Finance Committee**

**1. Financial Reports**

- (a) Consolidated Balance Sheet, February 2019 (Action Item) Pg. 39
- (b) Financial Statement, February 2019 (Action Item)
- (c) Head Start Budget Detail, February 2019
- (d) Accounts Receivable, February 2019
- (e) Line-of-Credit Report, February 2019
- (f) Financial Statements for Winter Care, February 2019
- (g) Financial Statement for Shepherd's Place, February 2019
- (h) Credit Card Statements, February 2019
- (i) Health Plan Financial Statement, February 2019
- (j) Accounting Manual

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

- (a) None

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

- (a) Program Transportation FY 2019-20 Budget Pg.143
- (b) Shared Facilities FY 2019-2020 Budget Pg.148
- (c) Lexington-Fayette Urban County Government ESG Housing Support Application Budget 2019-2020 Pg.158

- Joshua Lewis, Treasurer
- Patricia White, Assistant Treasurer
- Bridgett Rice, Interim Executive Director
- Erin Hensley, Chief Financial Officer

**f. Audit Committee**

- 1. None
- Erin Hensley, Chief Financial Officer

**g. Nominating and Recruitment Committee\*\***

- 1. 2019 Board Members List Pg. 161
- Denise Beatty, Chair
- Bridgett Rice, Interim Executive Director
- Camisha Boyd, Interim Executive Project Coordinator

**7. Shared Governance Training\***

- a. What Does Mental Health and Disabilities Look Like in Our Program Right Now?
- Sharon Price, Director of Child Development

**8. Operations Reports – February 2019\*\*** Pg. 164

**9. Comments and Announcements\***

**10. Public Comment\***

**11. Legal Update\***

- Steve Amato, General Counsel

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

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