



**BOARD OF DIRECTORS - REGULAR MEETING  
6:30 P.M. – MONDAY, NOVEMBER 26, 2018**

**AGENDA**

1. **Call to Order, Roll Call & Introduction of New Board and/or Staff Members, and CAC Promise\*** 6:30-6:35  
----Michele C. Lee, Chairman
2. **Adoption of the Agenda\*\***  
----Michele C. Lee, Chairman
3. **Approval of Minutes of October 22 & October 30, 2018\*\*** Pg.5  
---Ann Vail, Secretary  
---Camisha Boyd, Interim Executive Project Coordinator
4. **Paving the Pathway out of Poverty Update\*\***  
--Susan Rogers
5. **Executive Director's Report\*** 6:35-6:50
  - a. **Strategic Planning Updates**
    1. WeCare Update
    2. Update on South Central
    3. Winburn Update
    4. 2019 Holiday Schedule (Action Item) Pg 14
6. **Committees Of The Board\*\***
  - a. **Executive Committee\*** 6:50-6:55
    1. Succession Plan and ED Search Committee
    2. Media Release  
----Michele C. Lee, Chair  
----Ann Vail, Secretary  
----Joshua Lewis, Treasurer  
----Patricia White, Vice Treasurer  
----Bridgett Rice, Interim Executive Director
  - b. **Personnel Committee** 6:55-7:00
    1. Compensation of Interim Executive Director (walk-on)  
----Jackie Brown, Chair  
----Bridgett Rice, Director of Human Resources  
----Charlotte Taylor, HR Generalist
  - c. **Grant and Fundraising Development Committee** Pg.16 7:00-7:05
    1. Grant and Fundraising Development Committee Report  
---Rowena Mahloch, Chair  
---Melissa Tibbs, Director of Planning, Communications, and Advancement
  - d. **Evaluation and Planning Committee** Pg.20 7:05-7:20
    1. **Head Start Approval Items**
      - (a) Early Head Start Expansion Grant Application
      - (b) Migrant and Seasonal Early Head Start Expansion Grant Application
      - (c) Early Head Start Duration Grant
      - (d) Ratification of Northern Rivers Head Start Program Grant Application
      - (e) Head Start Policy Council Bylaws
    2. **Other Approvals (Action Items)**

- (a) Extension of the Council's Five-Year Strategic Plan to March 2019

3. **Discussion Items** Pg.45  
(a) OHS Executive Director Notification  
(b) Grants and Special Projects letter to CAC

4. **Informational Items** Pg.52  
(a) 2018 CSBG Organizational Standards Monitoring Results  
(b) The Prep Academy at Harrison County Inspection Results  
(c) The Prep Academy at Terrace Park Inspection Results  
(d) The Prep Academy at Bourbon County Inspection Results  
(e) The Prep Academy at Scott County Plan of Correction Letter  
(f) The Prep Academy at Winburn Plan of Correction Letter  
(g) 2017-2018 School Readiness Plan  
(h) 2018 Revised Salary Schedule

----Art Crosby, Chair

----Melissa Tibbs, Director of Planning, Communications and Advancement

----Sharon Price, Director of Child Development

e. **Finance Committee\*\*** 7:20-7:35

1. **Financial Reports** Pg.89  
(a) Consolidated Balance Sheet, October 2018 (Action Item)  
(b) Financial Statement, October 2018 (Action Item)  
(c) Head Start Budget Detail, October 2018  
(d) Accounts Receivable, October 2018  
(e) Line-of-Credit Report, October 2018  
(f) Financial Statements for Winter Care, October 2018  
(g) Financial Statement for Shepherd's Place, October 2018  
(h) Credit Card Statements, October 2018  
(i) Health Plan Financial Statement, October 2018  
(j) Agency Wide Retroactive Budget Approval (Action Item)  
(k) Banking and Financial Transactions Authority (Action Item)

2. **New Budgets (Action Items)** Pg.122  
(a) BGCF HEAD START SMART  
(b) Project Independence- Rapid Re-Housing Program 2019 Budget  
(c) Kentucky Housing Corporation Permanent Housing Bonus Program 2019 Budget  
(d) Kentucky Housing Corporation- Tenant Based Rental Assistance Program for Bourbon, Harrison and Nicholas Counties 2019 Budget  
(e) Health Trust Fund 2019 Budget  
(f) Unemployment Trust Fund 2019 Budget  
----Joshua Lewis, Treasurer  
----Patricia White, Assistant Treasurer  
----Bridgett Rice, Interim Executive Director  
----Erin Hensley, Chief Financial Officer

f. **Audit Committee\*\*\***  
1. FY 2017-18 Draft Audit  
----Patricia White, Chair  
----Art Crosby, Board Member  
---Elizabeth Villafuerte, Board Member  
---Erin Hensley, Chief Financial Officer  
---Steven Gravitt, Fiscal Controller  
---Lena Mullins-Datko, Fiscal Compliance Manager  
---Jean Christensen, Audit Partner Whitley LLC.

<b>g. <u>Nominating and Recruitment Committee**</u></b>		7:35-7:40
1. Proposed Officer Slate 2019	Pg.143	
---Denise Beatty, Board Member		
---Bridgett Rice, Interim Executive Director		
---Camisha Boyd, Interim Executive Project Coordinator		
<b>7. <u>Shared Governance Training*</u></b>		7:40-7:45
<b>a.</b> Policy Council Minutes-October 2018	Pg.144	
--Sharon Price, Director of Child Development		
<b>b.</b> Head Start Hero Video		
--Kesha Richardson, ERSEA Manager		
<b>8. <u>Operations Reports – October 2018**</u></b>	Pg.146	7:45-7:50
<b>9. <u>Comments and Announcements*</u></b>		
<b>10. <u>Public Comment*</u></b>		
<b>11. <u>Legal Update*</u></b>		
---Steve Amato, General Counsel		7:50-8:00

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