

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, April 22, 2019

AGENDA

- 1. Call to Order, Roll Call & Introduction of New Board and/or Staff Members, and CAC Promise***
----Michele C. Lee, Chairman
- 2. Adoption of the Agenda****
----Michele C. Lee, Chairman
- 3. Approval of Minutes of March 25, 2019**** Pg. 4
---Ann Vail, Secretary
---Camisha Boyd, Interim Executive Project Coordinator
- 4. Executive Director's Report***
 - a. Strategic Planning Updates**
 1. Operational Efficiency
- 5. Committees Of The Board****
 - a. Executive Committee***
 1. Search Committee Update
----Michele Lee, Chair
----Bridgett Rice, Interim Executive Director
 - b. Personnel Committee**
 1. None
----Vacant, Chair
----Bridgett Rice, Interim Executive Director
----Charlotte Taylor, HR Generalist
 - c. Grant and Fundraising Development Committee**
 1. Report Enclosed Pg. 8
---Vacant, Chair
---Melissa Tibbs, Director of Planning, Communications, and Advancement
 - d. Evaluation and Planning Committee**
 - 1. Head Start Approvals (Action Items)**
 - (a) Head Start and Early Head Start 2019 Community Assessment Pg. 10
 - (b) 2019-2020 Selection Criteria Pg. 92
 - (c) 2019-20 School Readiness Plan Pg. 101
 - (d) 2019-20 Training and Technical Assistance Plan Pg. 122
(#04CH4754 Regional)
 - (e) 2019-20 Head Start/Early Head Start Non-Competitive Five Year Pg. 157
Grant Application
 - (f) Migrant and Seasonal Head Start 2016 Community Assessment-2019 Pg. 191
Update
 - (g) 2019-20 Head Start/Early Head Start Self-Assessment and Pg. 270
Improvement Plan (#04CH4754)
 - 2. Other Approvals (Action Items)**
 - (a) Resolution to adopt and approve the Strategic Plan 2019-2023 Pg. 291
 - 3. Discussion Items**

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."

- (a) None
- 4. **Informational Items**
 - (a) Plan of Corrections for The Prep Academy at Arbor Court Pg. 295
 - (b) The Prep Academy at Arbor Court Annual Inspection Report Pg. 297
 - 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, March 2019 (Action Item) Pg. 298
 - (b) Financial Statement, March 2019 (Action Item)
 - (c) Head Start Budget Detail, March 2019
 - (d) Accounts Receivable, March 2019
 - (e) Line-of-Credit Report, March 2019
 - (f) Financial Statements for Winter Care, March 2019
 - (g) Financial Statement for Shepherd's Place, March 2019
 - (h) Credit Card Statements, March 2019
 - (i) Health Plan Financial Statement, March 2019
 - 2. **Budget Amendment (Action Items)**
 - (a) None
 - 3. **New Budgets (Action Items)**
 - (a) Head Start Budget FY 2019-2020 (Refer to Item 5.d.1.e)
 - (b) Early Head Start Budget FY 2019-2020 (Refer to Item 5.d.1.e)
 - (c) Delta Gas Energy Assistance Program FY 2019-2020 Pg. 326
 - Joshua Lewis, Treasurer
 - Patricia White, Assistant Treasurer
 - Bridgett Rice, Interim Executive Director
 - Erin Hensley, Chief Financial Officer
- f. **Audit Committee**
 - 1. None
 - Patricia White, Vice Treasurer
 - Erin Hensley, Chief Financial Officer
- g. **Nominating and Recruitment Committee****
 - 1. None
 - Denise Beatty, Chair
 - Bridgett Rice, Interim Executive Director
 - Camisha Boyd, Interim Executive Project Coordinator
- 6. **Shared Governance Training***
 - a. Policy Council Minutes November 2018 Pg. 328
 - b. Policy Council Minutes January 2019 Pg. 331
 - Sharon Price, Director of Child Development
- 7. **Operations Reports – March 2019**** Pg. 335
- 8. **Comments and Announcements***
- 9. **Public Comment***
- 10. **Legal Update***
 - Steve Amato, General Counsel

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