



BOARD OF DIRECTORS - REGULAR MEETING

6:30 P.M. – MONDAY, February 25, 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 January 28, 2019**** Pg. 5
---Ann Vail, Secretary
---Camisha Boyd, Interim Executive Project Coordinator
- 4. Executive Director's Report***
 - a. Strategic Planning Updates**
 1. Update on Facilities
 2. Wage and Hour Update
- 5. Committees Of The Board****
 - a. Executive Committee***
 1. ED Search Committee Update
----Michele Lee, Chair
----Ann Vail, Secretary
----Joshua Lewis, Treasurer
----Patricia White, Vice Treasurer
----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. 10
---Vacant, Chair
---Melissa Tibbs, Director of Planning, Communications, and Advancement
 - d. Evaluation and Planning Committee**
 1. **Head Start Approval Items**
 - (a) Ratification of Submission of Amendment to Increase South Central Head Start Program Hours Pg. 12
 2. **Other Approvals (Action Items)**
 - (a) Participant Survey Quarterly Report Pg. 13
 - (b) Ratification of Approval of 2017 Emergency Solutions Grant Agreement for Community Action Council's 2017 Rural Emergency Solutions Grant (ESG Program) Pg. 15
 3. **Discussion Items**
 - (a) Draft Language for Strategic Plan 2019-2023 (walk on)

- 4. **Informational Items**
 - (a) MSHS Interim Executive Director Approval Pg. 24
 - (b) Head Start Monitoring Notifications Pg. 25
 - (c) Policy Council and Board of Directors OHS Training Pg. 26
 - Art Crosby, Chair
 - Melissa Tibbs, Director of Planning, Communications and Advancement
 - Sharon Price, Director of Child Development
 - Kesha Richardson, ERSEA Manager
- e. **Finance Committee**
 - 1. **Financial Reports**
 - (a) Consolidated Balance Sheet, January 2019 (Action Item) Pg. 27
 - (b) Financial Statement, January 2019 (Action Item)
 - (c) Head Start Budget Detail, January 2019
 - (d) Accounts Receivable, January 2019
 - (e) Line-of-Credit Report, January 2019
 - (f) Financial Statements for Winter Care, January 2019
 - (g) Financial Statement for Shepherd's Place, January 2019
 - (h) Credit Card Statements, January 2019
 - (i) Health Plan Financial Statement, January 2019
 - 2. **Budget Amendment (Action Items)**
 - (a) Learning Independence & Fostering Empowerment (Project Life) Pg. 54
FY 2018-19 Budget Amendment 1
 - 3. **New Budgets (Action Items)**
 - (a) Foster Grandparent Program 2019-2020 Budget Pg. 108
 - (b) Retired and Senior Volunteer Program 2019-20 Budget Pg. 113
 - (c) Shared Information Technology Services and Communications Pg. 118
FY 2019-2020 Budget
 - Joshua Lewis, Treasurer
 - Patricia White, Assistant Treasurer
 - Bridgett Rice, Interim Executive Director
 - Erin Hensley, Chief Financial Officer
- f. **Audit Committee**
 - 1. None
 - 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
- 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. Head Start Hero
 - b. What Does Mental Health and Disabilities Look Like in Our Program Right Now?
 - Sharon Price, Director of Child Development
- 7. **Operations Reports – January 2019**** Pg. 127
- 8. **Comments and Announcements***

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

9. Public Comment*

10. Legal Update*

----Steve Amato, General Counsel

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

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."