



**BOARD OF DIRECTORS - REGULAR MEETING
6:30 P.M. – MONDAY, AUGUST 28, 2023
AGENDA**

1. **Call to Order, CAC Promise, Roll Call, Introduction of New Board and/or Staff Members, Recognition of Retiring Staff ***
----Daniel Murphy, Chairman
2. **Adoption of the Agenda (August 28, 2023) ****
----Daniel Murphy, Chairman
3. **Approval of Minutes of (June 26, 2023 & August 9, 2023) ****
----Michele C. Lee, Secretary
----Camisha Powell, Executive Assistant to the Director
4. **Executive Director's Report***
 - a. Strategic Planning Updates
 - b. Legal Update: Closed Session to discuss pending litigation
----Sharon Price, Executive Director
----Steve Amato, McBrayer PLLC.
----Cindy Effinger, McBrayer PLLC.
5. **Committees of The Board****
 - a. **Executive Committee**
 1. None.
----Daniel Murphy, Chairman
----Sharon Price, Executive Director
 - b. **Personnel Committee**
 1. None.
----Connie Godfrey, Chair
----Bridgett Rice, Director of Human Resources
 - c. **Grant and Fundraising Development Committee**
 1. Report
----Tim Feld, Chair
----Melissa Tibbs, Director of Sustainability
 - d. **Evaluation and Planning Committee**
 1. **Head Start Action Items**
 - (a) 2022-23 MSHS Non-federal Share Waiver Request Ratification
 - (b) 2024 SCHS and SCEHS Realignment Ratification
 - (c) Security Camera Footage Policy
 - (d) Approval to Utilize ARPA/CRSSA Funds for SCHS Construction Project
 - (e) Approval to Add Mega Minds Educare to Regional Grant

- (f) 1302.35 Education in Home-Based Programs Policy Update
- 2. **Other Approvals (Action Items)**
 - (a) None.
- 3. **Discussion Items**
 - (a) The Prep Academy at OPSH Plan of Correction
 - (b) The Prep Academy at OPSH Directed Plan of Correction
- 4. **Informational Items**
 - (a) POE Report
 - (b) Vendor Disclosure Form
 - (c) Board Correspondence for OHS Monitoring
 - (d) 2022-23 PIR Snapshots for All Programs
 - Art Crosby, Chair
 - Melissa Tibbs, Director of Sustainability
 - Jessica Coffie, Director of Child Development
 - Kesha Richardson, ERSEA Director
- e. **Finance Committee**
 - 1. **Financial Reports**
 - (a) Consolidated Balance Sheet, July 2023 (Action Item)
 - (b) Financial Statement, July 2023 (Action Item)
 - (c) Head Start Budget Detail, July 2023
 - (d) Accounts Receivable, July 2023
 - (e) Financial Statements for Winter Care, July 2022
 - (f) Financial Statements for Shepherd Place, July 2022
 - (g) Credit Card Statements, July 2023
 - (h) Health Trust, July 2023
 - (i) CAC, Wintercare, Shepherd Place 2021 Form 990, Return of Organization Exempt from Income Tax (Action Item)
 - 2. **Budget Amendment (Action Items)**
 - (a) 2022-23 MSHS Non-federal Share Waiver Request Ratification *See #5.d.1.a*
 - (b) 2024 SCHS and SCEHS Realignment Ratification *See #5.d.1.b*
 - (c) Approval to Utilize ARPA/CRSSA Funds for SCHS Construction Project *See #5.d.1.d*
 - 3. **New Budgets (Action Items)**
 - (a) USDA Farmworker Relief Grant 2023-2024
 - (b) LFUCG ESG COVID-19 Emergency Temporary Shelter Budget 2023
 - (c) Commonwealth Center for Fathers and Families- Fatherhood Engagement Mini Grant October- December 31, 2023
 - (d) USDA Farm to School Grant Budget FY 2023-24
 - Kimberly Baird, Treasurer
 - Richard Heine, Assistant Treasurer
 - Sharon Price, Executive Director
 - Steven Gravitt, Chief Financial Officer

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

- f. **Audit Committee**
 - 1. None.
 - Connie Godfrey, Chair
 - Steven Gravitt, Chief Financial Officer
- g. **Nominating and Recruitment Committee****
 - 1. None.
 - Richard Heine, Chair
 - Sharon Price, Executive Director
 - Camisha Powell, Executive Assistant to the Director
- 6. **Shared Governance Training****
 - a. Pedestrian and Vehicle Safety
 - Sharon Price, Executive Director
 - Jessica Coffie, Director of Child Development
 - John Catron, Director of Property Development and Transportation
- 7. **Operations Reports –July 2023****
- 8. **Comments and Announcements***
- 9. **Public Comment***
- 10. **Adjournment**

*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."