



**Board of Directors
Notice of Meeting**

**MONDAY, SEPTEMBER 25, 2023
HYBRID: Via Zoom & 913 Georgetown Street, Lexington, KY 40511
6:30 P.M. BOARD OF DIRECTORS MEETING**

This month's board meeting will be conducted in a hybrid fashion utilizing Zoom. You can join the meeting in-person or from a computer with a camera and microphone (most laptops have both). You can also join through an iPad or smart phone. You can download the Zoom app. We are providing a few Council iPads to members and they will receive instructions with the iPads.

Please plan to join the meeting by 6:15 p.m. Monday, September 25, 2023, so we can start at 6:30 p.m. If you have any problems connecting, call the office at 859-233-4600, and then press extension 1415. Staff from the IT department will be on hand to help.

Join Zoom Meeting

<https://commaction-org.zoom.us/j/86433657449?pwd=KDePMKMuc3Zs76ISWC8udmHZHUZEIC.1>

Meeting ID: 864 3365 7449

Passcode: 755552

One tap mobile

+13052241968,,86433657449#,,,,*755552# US

+13092053325,,86433657449#,,,,*755552# US

TO REQUEST AN EXCUSED ABSENCE

Camisha Powell: 859-233-4600, Ext. 1412 OR

camisha.powell@commaction.org

****PLEASE MAKE THESE REQUESTS BEFORE MONDAY 9/25/2023****



**BOARD OF DIRECTORS - REGULAR MEETING
6:30 P.M. – MONDAY, SEPTEMBER 25, 2023
AGENDA**

1. **Call to Order, CAC Promise, Roll Call, Introduction of New Board and/or Staff Members***
----Daniel Murphy, Chairman
2. **Adoption of the Agenda (September 25, 2023) **** Pg. 3
----Daniel Murphy, Chairman
3. **Approval of Minutes of (August 28, 2023) **** Pg. 7
----Michele C. Lee, Secretary
----Camisha Powell, Executive Assistant to the Director
4. **Executive Director's Report***
 - a. Strategic Planning Updates
 - b. Legal Update
 - 1) Spoilation Notice
----Sharon Price, Executive Director
----Steve Amato, McBrayer PLLC.
5. **Committees of The Board****
 - a. **Executive Committee**
 1. Board of Directors Self-Assessment 2023 Pg. 17
----Daniel Murphy, Chairman
----Sharon Price, Executive Director
 - b. **Personnel Committee**
 1. Salary Schedule Pg. 23
----Connie Godfrey, Chair
----Bridgett Rice, Director of Human Resources
 - c. **Grant and Fundraising Development Committee**
 1. Report Pg. 29
----Tim Feld, Chair
----Melissa Tibbs, Director of Sustainability
 - d. **Evaluation and Planning Committee**
 1. **Head Start Action Items**
 - (a) None.
 2. **Other Approvals (Action Items)**
 - (a) None.
 3. **Discussion Items**
 - (a) None.

- 4. Informational Items**
- (a) The Prep Academy at OPSH Licensing Letter Pg. 31
 - (b) OHS Monitoring Report Pg. 33
 - (c) The Prep Academy at BCTC- STARS Visit Notice Pg. 43
 - (d) The Prep Academy at BCTC License Validation Letter Pg. 45
 - (e) Weatherization Technical Monitoring Review 2023 Pg. 47
 - (f) Workforce Grant letter for Year Two Pg. 53
 - (g) The Prep Academy Nicholas Co. No Deficiency Recommendation Letter Pg. 55
- 5. Center Activity Informational Items***
- (a) Incident: The Prep Academy at Arbor Drive
 - (b) The Prep Academy at Lebus (pebble in nose)
 - (c) South Irvine (injury to forehead)
 - (d) Region IV Anonyms Report
 - (e) Laura Landrum
 - Art Crosby, Chair
 - Melissa Tibbs, Director of Sustainability
 - Jessica Coffie, Director of Child Development
 - Kesha Richardson, ERSEA Director
- e. Finance Committee**
- 1. Financial Reports** Pg. 57
- (a) Consolidated Balance Sheet, August 2023 (Action Item)
 - (b) Financial Statement, August 2023 (Action Item)
 - (c) Head Start Budget Detail, August 2023
 - (d) Accounts Receivable, August 2023
 - (e) Financial Statements for Winter Care, August 2022
 - (f) Credit Card Statements, August 2023
 - (g) Health Trust, August 2023
- 2. Budget Amendment (Action Items)**
- (a) None.
- 3. New Budgets (Action Items)**
- (a) Kentucky Utilities HEA Program 2023-24 Budget Pg. 83
 - (b) CoC Permanent Supportive Housing 2023-24 Budget Pg. 89
 - (c) Columbia Gas HEA Program 2023-24 Budget Pg. 97
 - (d) SAMHSA FY 2023-24 Budget Pg. 101
 - Kimberly Baird, Treasurer
 - Richard Heine, Assistant Treasurer
 - Sharon Price, Executive Director
 - Steven Gravitt, Chief Financial Officer
- 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. Approved Board Minutes: June 2023 Pg. 107
 - b. Approved Policy Council Minutes: June 2023 Pg. 115
 - c. Shared Decision Making: Roles and Responsibilities Pg. 121
 - Sharon Price, Executive Director
 - Jessica Coffie, Director of Child Development
 - Melissa Tibbs, Director of Sustainability
- 7. Operations Reports –August 2023**** Pg. 131
- 8. Comments and Announcements***
- 9. Public Comment***
- 10. Adjournment**

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