



**Board of Directors  
Notice of Meeting**

**MONDAY, JUNE 23, 2025  
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, June 23, 2025, 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 6133. Staff from the IT department will be on hand to help.

Join Zoom Meeting

<https://commaction-org.zoom.us/j/82959306170?pwd=Njb2vmbeyNFbEBpWxWemL61rCV5VQX.1>

Meeting ID: 829 5930 6170

Passcode: 548910

One tap mobile

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**TO REQUEST AN EXCUSED ABSENCE**

**Camisha Powell: 859-233-4600, Ext. 1237 OR  
camisha.powell@commaction.org**

***\*PLEASE MAKE THESE REQUESTS BEFORE MONDAY 6/23/2025\****

***ALL COMMUNITY ACTION COUNCIL BOARD MEETINGS ARE OPEN TO THE GENERAL PUBLIC***



**BOARD OF DIRECTORS - REGULAR MEETING**  
**6:30 P.M. – MONDAY, JUNE 23, 2025**  
**AGENDA**

1. **Call to Order, CAC Promise, Roll Call, Introduction of New Board and/or Staff Members\***  
----Kimberly Baird, Chairperson
2. **Adoption of the Agenda (June 23, 2025) \*\***  
----Kimberly Baird, Chairperson
3. **Approval of Minutes of (May 19, 2025) \*\***  
----Michele C. Lee, Secretary  
----Camisha Powell, Executive Assistant to the Director
4. **Executive Director's Report\***
  - a. Strategic Planning Updates
    - 1) Dear Colleague Letter for Head Start
    - 2) Team Kentucky Pre-K for All
    - 3) U.S. Department of Justice - VNS - Investigative Case 196D-LS-3651275 - Court Case 24-CR-00070
  - b. Legal Update  
----Sharon Price, Executive Director  
----Steve Amato, McBrayer PLLC.
5. **Committees of The Board\*\***
  - a. **Executive Committee**
    1. None.  
----Kimberly Baird, Chairperson  
----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) 04WH000027-01 Arbor Court Major Renovation Budget Revision and Low Cost Extension Request
      - (b) 24-25 04CH011199 Regional Head Start/Early Head Start Budget

Amendment & NFS Waiver Request PY 2024-25 Ratification

(c) 04CH012798 SCHS Budget Amendment PY 2024-25 Ratification

2. **Other Approvals (Action Items)**

(a) Resolution Adopting the Council's Annual Plan 2026

3. **Discussion Items**

(a) None.

4. **Informational Items**

(a) Multi-Grant 2025-2026 Availability Calendar

(b) CAC Weatherization Technical Monitoring Review

(c) CACFP Review Exit Conference Acknowledgement

(d) Case 1:25-cv-00121-MSM-AEM

(e) ACF-OCS-CSBG-IM-25-165/CSBG Funds for K-12 Education

(f) Harrison Co. 2025 Health Department Inspection

(g) The Prep at Madison 05/21/25 License Inspection Letter

(h) Client Visit Report Job # B-2301-CF

(i) The Prep Academy at Powell County License Inspection Letter 5.27.25

(j) CACFP Review Findings

(k) The Prep Academy at South Lexington Validation of License 6.02.25

(l) CAC 2024-25 Revised Self-Assessment and Improvement Plan

(m) Family Outcome Framework Post-Assessment Data 2024-2025 PY

(n) 2024-25 Regional HS/EHS Child Outcomes Post-Assessment Data

(o) 2024-25 South Central HS/EHS Child Outcomes Post-Assessment Data

(p) 2024-25 EHS-CCP Child Outcomes Post-Assessment Data

(q) Cynthiana Democrat

(r) James Comer Thank You Letter

5. **Center Activity Informational Items\***

(a) Chrysalis House (child fell and hit face on shelf in classroom)

6. **Trump Administration Informational Items\***

(a) None.

----Tim Feld, 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, May 2025 (Action Item)

(b) Financial Statement, May 2025 (Action Item)

(c) Head Start Budget Detail, May 2025

(d) Accounts Receivable, May 2025

(e) Financial Statements for WinterCare, May 2025

(f) Financial Statement for Shepherd Place, April 2025

(g) Credit Card Statements, May 2025

(h) Health Trust, May 2025

(i) 401K Forfeitures

2. **Budget Amendment (Action Items)**

(a) 04WH000027-01 Arbor Court Major Renovation Budget Revision *See #5.d.1.a*

(b) 24-25 04CH011199 Regional Head Start/Early Head Start Budget  
Amendment & NFS Waiver Request PY 2024-25 Ratification *See #5.d.1.b*

(c) 04CH012798 SCHS Budget Amendment PY 2024-25 Ratification *See #5.d.1.c*

3. **New Budgets (Action Items)**

(a) Housing Stability Project 25-26 Budget

(b) Housing Flex Fund 25-26 Budget

(c) LEP/PREP Fundraising Event 2025-26 Budget

(d) Fundraising FY 2025-26 Budget

(e) Project LIFE CPS FY 2025-26 Budget

(f) Stable Steps Housing FY 2025-26 Budget

(g) Emergency Family Housing FY 2025-26 Budget

(h) Management & Support Services (MSS) FY 2025-26 Budget

----Richard Heine, Treasurer

----Denotra Gunther, Assistant Treasurer

----Sharon Price, Executive Director

----Steven Gravitt, Chief Financial Officer

f. **Audit Committee**

1. None.

----Joshua Lewis, Chair

----Steven Gravitt, Chief Financial Officer

g. **Nominating and Recruitment Committee\*\***

1. None.

----Debbie Link, Chair

----Sharon Price, Executive Director

----Camisha Powell, Executive Assistant to the Director

6. **Shared Governance Training\*\***

a. Approved Board Minutes: April 2025

b. Approved Policy Council Minutes: April 2025

c. Recruitment/Transition from Early Head Start to Head Start

----Sharon Price, Executive Director

----Jessica Coffie, Director of Child Development

----Kesha Richardson, ERSEA Director

7. **Operations Reports –May 2025\*\***

8. **Comments and Announcements\***

9. **Public Comment\***

10. **Adjournment**

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