



**Board of Directors
Notice of Meeting**

**MONDAY, NOVEMBER 24, 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, November 24, 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/86201045834?pwd=SvzG79rMYEYi6JRXQwdobWbWUgf8O4.1>

Meeting ID: 862 0104 5834

Passcode: 132351

One tap mobile

+16465588656,,86201045834#,,,,*132351# US

TO REQUEST AN EXCUSED ABSENCE

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

****PLEASE MAKE THESE REQUESTS BEFORE MONDAY 11/24/2025****

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



**BOARD OF DIRECTORS - REGULAR MEETING
6:30 P.M. – MONDAY, NOVEMBER 24, 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 (November 24, 2025) ****
----Kimberly Baird, Chairperson
3. **Approval of Minutes of (October 20, 2025) ****
----Michele C. Lee, Secretary
----Camisha Powell, Executive Assistant to the Director
4. **Executive Director's Report***
 - a. Strategic Planning Updates (Informational)
 - 1) SNAP Update
 - 2) The Palmer Complex Project Schedule
 - 3) Funding Fight Jeopardizes Head Start
 - 4) Head Start Programs Across KY Could Close as Shutdown Continues
 - 5) Kentuckians Urged to Prepare as SNAP Benefits Could Pause Nov. 1
 - 6) As SNAP Lapse Approaches, More Americans Turning to CAAs
 - 7) Community Action Launches Fall Programs
 - 8) Standard of Conduct Training
 - 9) Kynect Guidance Letter
 - b. Legal Update
----Sharon Price, Executive Director
----Steve Amato, McBrayer PLLC.
5. **Committees of The Board****
 - a. **Executive Committee**
 1. Organizational Chart (Action Item)
 2. Bylaws (Action Item)
----Kimberly Baird, Chairperson
----Art Crosby, Board Attorney/Presenter
----Sharon Price, Executive Director
 - b. **Personnel Committee**
 1. 2026 Agency Holiday and Board Schedule (Action Item)
 2. 2026 Compensation Plan (Action Item)
----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) 24-25 SCHS and EHS Budget Carryover Request (04CH012798)

2. Other Approvals (Action Items)

- (a) None.

3. Discussion Items

- (a) None.

4. Informational Items

- (a) Head Start in KY Counties at Risk Due to Federal Shut Down
- (b) Eastern Scholar House Development Center Preliminary License Letter
- (c) Eastern Scholar House Development Center Preliminary License
- (d) Eastern Scholar House Development Center Director Acceptance Letter
- (e) CACFP During the Federal Government Shut Down
- (f) Kentuckians Can Start Applying for LIHEAP Assistance
- (g) Family Care Center Lead Report
- (h) Prep Academy at Bourbon County Lead Report
- (i) Prep Academy at Red Mile Lead Report
- (j) Kids Empowerment Learning Academy Plan of Correction
- (k) Kids Empowerment Learning Academy License Inspection Letter
- (l) CNIPS Application Packet Notification
- (m) Prep Academy at Nicholas County Validation Letter until 12-31-2026
- (n) Prep Academy at South Lexington Health Department Inspection
- (o) Lexington Activates Emergency Winter Weather Plan

5. Center Activity Informational Items*

- (a) Nicholas County (Closed-Boil Water Advisory)
- (b) Powell County (Closed-Boil Water Advisory)
- (c) South Irvine (minor facial injury)

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, October 2025 (Action Item)
- (b) Financial Statement, October 2025 (Action Item)
- (c) Head Start Budget Detail, October 2025

- (d) Accounts Receivable, October 2025
- (e) Financial Statements for WinterCare, October 2025
- (f) Financial Statement for Shepherd Place, September 2025
- (g) Credit Card Statements, October 2025
- (h) Health Trust, October 2025
- (i) Payments Over \$100,000
- (j) Unemployment Insurance Trust

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

- (a) 24-25 SCHS and EHS Budget Carryover Request (04CH012798)

See #5.d.1.a

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

- (a) WarmWise 2025-26 Budget
- (b) Emergency Family Housing Winter Expansion 2025-26 Budget
- (c) Project Independence – Rapid Re-Housing Program 2026 Budget
- (d) Eastern Scholar House CDC Budget 2025-26

----Richard Heine, Treasurer

----Denotra Gunther, Assistant Treasurer

----Sharon Price, Executive Director

----Steven Gravitt, Chief Financial Officer

f. **Audit Committee**

- 1. CAC Lexington FY25 Audit (Informational)

----Joshua Lewis, Chair

----Steven Gravitt, Chief Financial Officer

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

- 1. Officer Slate for 2026 Board of Directors (Action Item)

- 2. November 2025 Nominating & Recruitment Minutes (Informational)

----Debbie Link, Chair

----Sharon Price, Executive Director

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

6. **Shared Governance Training****

- a. September 2025 Board of Directors Minutes

- b. August 2025 & September 2025 Policy Council Minutes

- c. Family, Advancement, and Opportunity Presentation

----Sharon Price, Executive Director

----Jessica Coffie, Director of Child Development

----Leidy Borges Gonzalez, Director of Family, Advancement, and Opportunity

7. **Operations Reports –October 2025****

8. **Comments and Announcements***

9. **Public Comment***

10. **Adjournment**

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