

**BOARD OF DIRECTORS’
MEETING MINUTES
May 20, 2010**

Members Present:	Ashley Bailey	Pat Nelson
	Roland Coker	Dick Pierce
	Bob Engler	Jean Rush
	Linda Fitzsimmons	Dick Trail
	Sherri Hansen	Dolores Walter
	Marvin Harms	Jack Yant
	Jeanne Margritz	

Members Absent:	Bonnie Fuerst	Don Haws
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Others Present:	Ed Butler	Karen K Lueck
	Meredith Collins	Kyla Martin
	Carrie Eurek	Kris Wright

CALL TO ORDER – At 10:00 a.m. President Pierce called the meeting to order.

PLEDGE OF ALLEGIANCE WAS RECITED. THE BRAND PROMISE WAS RECITED.

AGENDA APPROVAL – President Pierce noted the amendments to the agenda. **Dick Trail moved the Board approve the amended agenda. Bob Engler seconded the motion; motion carried unanimously by voice vote.**

APPROVAL OF APRIL MINUTES -- Jack Yant moved the Board approve the April minutes. Sherri Hansen seconded the motion; motion carried unanimously by voice vote.

FINANCIAL REPORT —Kris reported on some line item accounts and went over the financial report. The credit card statements and bank statements for the month were passed around for members to view. Many programs are getting ready to closeout on June 30th. HPRP had an initial monitoring this week and it went well. The State Weatherization monitoring that was cancelled in April has been rescheduled for July 12-16. Part of the federal stimulus act is a COBRA health insurance subsidy for employees who have been terminated or had a reduction in hours, the employee’s share is 35% of the premium and the government’s share is 65% of the premium. The agency currently has three former employees taking advantage of the COBRA health insurance subsidy. Twelve employees that were previously unemployed and have been hired by Mid are eligible for incentives through the HIRE ACT, this allows Mid to get a tax credit on their payroll taxes for the employer’s share of social security. (6.25%) Kris is the Committee Chair of the Fiscal Alliance that will meet here next week. **After discussion, Dick Trail moved the Board accept and place on file the financial report as presented. Bob Engler seconded the motion; motion carried unanimously by voice vote.**

ADMINISTRATOR’S REPORT – The Board members will be receiving a postcard ballot to take a vote prior to our July 1 meeting. The Early Head Start floor plan is out for bid. It will be reviewed and then we’ll send out to the Board for a vote. Early Head Start has been released from the checklist which cost us about four months of progress. We will be bidding on two vehicles- one for the ARRA funds and one for the WIC program. This will also be done prior to the next board meeting and ratified at that time. The Government Accounting Office did an audit over several Head Start programs in Texas. Federal Head Start will start doing surprise visits to ensure that Head Start programs don’t enroll over-income children into the program. Sherri, Jack and Dick

Pierce are on the scholarship committee and will pick a winner to go to the national convention in Boston. Meredith reported on the United Way Duck Race called “The Quack is Back” and Mid’s involvement of creating teams to sell the ducks. Mid will receive a dollar back for every duck sold. The Minden Senior Center is also selling ducks.

The Region VII Head Start Conference is in Kansas City next week. That includes Iowa, Kansas, Missouri and Nebraska. Meredith, Kyla and Karen will attend. Kyla and Karen will set up Beads in a Box. Beads in a Box just had their first “Purses on Parade” event for staff and minimal public. It was a huge success. Kyla and Janice Cash are co-chairs of the General Store at the Cattlemen’s Ball on June 5 and will also have the Beads in a Box there. **Bob Engler moved the Board approve the Administrator’s Report. Jack Yant seconded the motion; motion carried unanimously by voice vote.**

SPECIAL REPORTS

HEAD START REPORTS by Ashley Bailey and Carrie Eurek – Head Start reports and financials were passed around to the board. The following items require approval:

- * Staff hiring/terminations
- * Monthly enrollment reports
- * Monthly meal & snack reports
- * Community representatives
- * Enrollment attendance
- * Monthly health mandate reports

Ballots will go out for new employees over the summer. June and July will be spent doing Early Head Start trainings. They will advertise for a cook and center assistant soon. The Policy Council members had good ideas on raising the in-kind donations. Each Board member received a Early Head Start Strategic Plan and Floor Plan in their packets and it was discussed. After each Board member viewed these reports, **Bob Engler moved the Board approve them. Linda Fitzsimmons seconded the motion; motion carried by unanimous voice vote.**

NORTH PLATTE SENIOR CENTER CONGREGATE MEALS REPORT by Dolores Walter

April was a busy month at the center! We served 3,035 meals for our home deliver/pick up program. We started 16 clients on home delivery which is a very big number. There was one day that 6 people started meals! We also held our volunteer dinner here at the center and served over 142 people! What a successful day, all the volunteers received a clock/picture frame.

In April, we saw the return of our player piano! It is beautiful and plays like a dream. The only problem has been with the volume, as there isn’t a way to turn it down. We have played the piano several times for our seniors and they seem to be enjoying it! The piano was restored using donations from Bob Lowe and Milton Lehman, in memory of his wife. The player piano is a gift that will bring a lifetime of enjoyment to seniors for many years to come.

One of our clients that has been on home delivery for the past ten years passed away in April. A life-long Elvis fan, she finally flew to Vegas to see Elvis. Unfortunately, she suffered a stroke shortly after arriving and was placed in the hospital. She missed the show she came to see. However, the story has a happy ending because before she passed, the family was able to get an Elvis up to her room to visit her. **Linda Fitzsimmons moved the Board approve this report. Marvin Harms seconded the motion; motion carried by unanimous voice vote.**

NORTH PLATTE SENIOR CENTER REPORT by Roland Coker – For the month of April foodstuff donations, the center received 835 cases in which 201 were served in house and 634 were handed out to the seniors. There were no Educational/Medical programs for this month to report on. The six week “Stop Smoking” class has four weeks to go with two participants. The White-Musselman Hearing Aid clinic scheduled for May 28th is still on. The Senior Center as purchased several sizes of batteries to give away to all participants. The Player Piano Restoration project is complete and a new

cupboard to hold the player rolls is in place. The total cost was approximately \$4,400 and was totally covered by two individual donations. Plans for our Nebraskaland Days parade float on June 19th and the Golden Games on June 17th are moving forward. **Bob Engler moved the Board approve this report. Pat Nelson seconded the motion; motion carried by unanimous voice vote.**

MINDEN SENIOR CENTER REPORT by Jack Yant –Barb King is excited about the new equipment that the kitchen was able to receive with ARRA funds. The center is utilizing a new steamer, dishwasher, refrigerator and garbage disposal. The average number of seniors served last month was 34 with an average donation of \$4.04. The suggested donation is \$3.75. This year the senior ladies created extra quilt blocks to have on hand for their quilt raffles. **Dolores Walter moved the Board approve this report. Bob Engler seconded the motion; motion carried by unanimous voice vote.**

PETERSON SENIOR CENTER CONGREGATE MEAL REPORT by Meredith Collins – From April 25th to May 19, the Peterson Senior Meal Program has served 2,081 people. Since opening on January 1st, we have served 11,262 meals with a daily average of 115 people. 10,772 meals have been served to people over 60 and 490 meals have been served to those under 60. The average donation is \$3.54. Total meal donations up until May 19 is \$39,943.43. **Bob Engler moved the Board approve this report. Sherri Hansen seconded the motion; motion carried by unanimous voice vote.**

Jeanne Margritz reported on the Red Cloud Food Pantry and its recent involvement preparing for the Can Caravan coming to Red Cloud and Blue Hill. For every \$1 donation they receive, they'll be able to get 2 lbs. of food. This year it will be held on June 12, the same day as the city garage sales. There has been lots of interest and Pepsi created banners for Red Cloud and Blue Hill.

Bob Engler moved that the Board go into Executive Session at 11:01 a.m. and requested that Karen and Ed stay also. Jack Yant seconded the motion; motion carried by unanimous voice vote. Jean Rush moved that the Board come out of Executive Session at 11:15 a.m. Bob Engler seconded the motion; motion carried by unanimous voice vote.

A. UNFINISHED BUSINESS

B. ONGOING FUNDING APPLICATIONS/CONTRACTS*

Peterson Senior Activity Center Meal Program Contract – Approval is needed for the renewal of the meal contract between Mid and the City of Kearney for the period of July 1, 2010 through June 30, 2011. **Bob Engler moved the Board accept the contract. Dick Trail seconded the motion; motion approved by unanimous voice vote.**

CSFP Continuation Funding Award Amendment – The total amount of this amendment from HHSS is for \$10,047 for administrative costs for the period of October 1, 2009 through September 30, 2010. This brings the total award to \$126,735. **Linda Fitzsimmons moved the Board accept the award amendment. Jeanne Margritz seconded the motion; motion approved by unanimous voice vote.**

RAFT Case Management Contract – With this contract Mid will pay RAFT for case management services. The contract amount for the period of April 1, 2010 through March 31, 2011 is for \$2,270 a month or \$27,240 a year. **Marvin Harms moved the Board accept the contract. Roland Coker seconded the motion; motion approved by unanimous voice vote.**

C. NEW BUSINESS

Early Head Start Procedures TABLED UNTIL 7/1/2010

- a. Handwashing
- b. Diapering

Pat Nelson moved the Board table this item until the July meeting. Bob Engler seconded the motion; motion approved by unanimous voice vote.

Foundation for Financial Planning Application – This application for \$4,000 would be used to offset the cost of the Financial Planning University curriculum to be used in 2011.

Marvin Harms moved the Board approve the application. Dolores Walter seconded the motion; motion approved by unanimous voice vote.

FY2010 CSBG Additional Award – This one-time, additional award of \$11,768 will be used to assist three primary projects:

- a. Purchase computers to provide ACCESSNebraska online benefits to clients
- b. Training/Technical assistance for staff or board
- c. Capacity building

Roland Coker moved the Board accept the award. Dick Trail seconded the motion; motion approved by unanimous voice vote.

Early Head Start Grant Application – This application for \$667,246 is for 48 pregnant women, infants and toddlers (28 center based, 20 home based) for the period of October 1, 2010 thru September 29, 2011. **Jack Yant moved the Board approve the application. Sherri Hansen seconded the motion; motion approved by unanimous voice vote.**

United Way of South Central Nebraska Grant Awards

- a. **Homeless Prevention** –\$6,762 was requested and awarded.
- b. **Commodity Supplemental Food Program** –\$2,400 was requested and \$2,400 was awarded.
- c. **Child Abuse and Resource Education** -- \$1,000 was requested and \$1,000 was awarded.
- d. **RYDE in Adams County** -- \$13,000 was requested and \$10,000 was awarded.

Linda Fitzsimmons moved the Board accept the awards. Pat Nelson seconded the motion; motion approved by unanimous voice vote.

Early Head Start Grant Award Amendment– This grant award in the amount of \$542,927 to operate the Early Head Start program in Buffalo County from December 1, 2009 thru September 29, 2011 for 48 infants, toddlers and pregnant women was approved at the January 2010 board meeting. This amendment will release us from the requirement to complete the Facility Pre-Award. **Marvin Harms moved the Board accept the award amendment. Dick Trail seconded the motion; motion approved by unanimous voice vote.**

Cozad United Way Awards

- a. **Head Start** - \$4,500 was requested and \$1,000 was awarded.
- b. **CSFP** - \$850 was requested and \$100 was awarded.

Linda Fitzsimmons moved the Board accept the awards. Dick Trail seconded the motion; motion approved by unanimous voice vote.

D. OTHER ISSUES/COMMENTS – Kyla reminded the members of the volunteer sheet in their packet.

E. ADJOURNMENT -- With no further business, President Pierce adjourned the meeting. It was

announced that the next Board of Directors' Meeting would be on July 1, 2010.

Respectfully Submitted,

Kyla Martin
Recording Secretary

VERIFICATION

The forgoing minutes were amended/approved.

Board President

Date