

Menominee-Delta-Schoolcraft
HUMAN RESOURCES AUTHORITY
Governing Board Meeting
Thursday May 25, 2023
Community Action Agency
Escanaba MI
10:00 a.m. ET

MINUTES

The meeting was called to order at 10:42 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

Craig Reiter, Schoolcraft
John Malnar, Delta
Mary Lu Gaudette, Delta
Connie Maule, Menominee
Marie Whitmire, Menominee
Michael Peitsch, Schoolcraft
Connie Westrich, Menominee
Susan Kleikamp, Menominee
John Stapleton, Schoolcraft
Myra Croasdell, Delta
Robert Petersen, Delta
Jessica Flory Whitmer, Schoolcraft

MEMBERS EXCUSED

Mia Smith
Jennifer MacDonald
Jeff Waeghe

OTHERS PRESENT

Julie Moberg, Executive Director
Dianne Gartland, Admin Assistant
Doug Bovin

ATTENDING BY ZOOM

Kris Thibeault, Finance Director
Hannah Micheau, Client Services
Helen Corbett, HR Director
Brenda Moya, Weatherization Director
Kristie Stenlund, Sr Services Director
Myra Smeester, HS/EHS Director

MEMBERS EXCUSED

Geri Alanko
Tori DeClaire

APPROVAL OF THE AGENDA

A motion was made by Mary Lu Gaudette to approve the agenda as presented with the added agenda item: **Purchase of CD's** seconded by John Stapleton; Motion Carried.

APPROVAL TO PURCHASE CD'S

The Chair called on the Finance Director, Kris Thibeault for more information. Kris informed the Board that the Finance Committee recommended purchasing two - \$250,000 CD's at the best rates available with the signor being Julie Moberg, the Executive Director. **This was approved with a motion by John Malnar, seconded by Robert Petersen; Motion Carried.**

APPROVAL OF THE CONSENT AGENDA

Members received copies of the following items for their review. The Consent Agenda was approved with **a motion from John Malnar, seconded by Marie Whitmire; Motion Carried.**

- April 27, 2023 HRA Governing Board Minutes

- March 2023 HRA Accounts Payable Schedule
- Program Monthly Reports
 - Senior Services as of March 2023
 - FGP March 2023 Monthly Report & Stats Summary
 - SCP March 2023 Monthly Report
 - Weatherization by the Numbers as of 05/15/2023
 - Low Income Household Water Assistance Program
- Mobile Pantry Locations

ACCEPTANCE OF THE SAFETY COMMITTEE REPORT

Connie Maule advised the board that the Safety Committee met on 04/02/2023 and 05/23/23 and reviewed a total of 23 accident and incident reports. Two incidents resulted in Corrective Action Plans being put in place for Head Start. It was determined that no further action or follow up was necessary for the remaining accidents and/or incidents. **A motion was made by Robert Petersen, to accept the report as presented, seconded by Myra Croasdell; Motion Carried.**

ACCEPTANCE OF THE FINANCIAL MONITORING REPORT

The Chair called on Kris Thibeault for more information. **A motion was made by John Stapleton, seconded by Connie Maule to accept the Financial Monitoring Report as presented; Motion Carried.**

ACCEPTANCE OF THE ORGANIZATIONAL STANDARDS MONITORING REVIEW

The Chair called on Julie Moberg for more information. **A motion was made by Susan Kleikamp, seconded by Marie Whitmire to accept the Organizational Standards Monitoring Review presented; Motion Carried.**

WEATHERIZATION PROGRAM PRESENTATION

The Chair called on Weatherization Director, Brenda Moya, for a presentation regarding the Weatherization Program programs that are currently being offered.

APPROVAL OF THE HRA BY-LAW CHANGES

All members received a copy of the proposed HRA By-Law changes recommended by the By-Law Committee. **A motion was made by John Stapleton to approve the HRA By-Law changes as presented seconded by Robert Petersen; Motion Carried.**

DISCUSSION OF THE ELECTION OF BOARD OFFICERS IN JULY

A discussion was held regarding the July 2023 elections of Board Officers. Julie Moberg advised the board members about the process for the election of officers and that there is an open seat for the Treasurer and if anyone was interested in that position to contact either her or Craig Reiter.

DISCUSSION OF THE OPEN MEETINGS ACT RESOLUTION

A discussion was held regarding the Open Meetings Act Resolution. **A motion was made by Robert Petersen, seconded by John Malnar to send a letter to the Michigan Legislature regarding Community Action's stance on the Open Meetings Act and signed by the Chair.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that the Senior Volunteer Programs are in Washington DC this week for a conference. The end of the year recognitions were held last week. RSVP did an end of the school year picnic. All Senior Programs have been working on submitting their grants for next year. Homeless Services is temporally down to one outreach worker. She has been extremely busy. Senior Centers are all open and back to activities. A food pantry will be going into the Gladstone Senior Center once all the details are worked out. The Weatherization Program as their Director reported earlier has been extremely busy. **A motion was made to accept her report as presented by John Malnar and seconded by Robert Petersen; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

Doug Bovin spoke regarding the Senior Center in Gladstone and the possible location of a food pantry there. He asked for a letter of support from MDSCAA to be able to submit with their grant request.

BOARD COMMENT

Craig Reiter thanked Doug Bovin for his years of service to the community.

ADJOURNMENT

A motion to adjourn was made by Mary Lu Gaudette, supported by Marie Whitmire; Motion carried.

Meeting adjourned at 11:25 am ET.

Next meeting is scheduled July 27, 2023 at 10:00 am ET.