

Menominee-Delta-Schoolcraft  
**COMMUNITY ACTION AGENCY**  
Governing Board Annual Meeting  
Thursday July 27, 2023  
Community Action Agency  
Escanaba MI  
10:00 a.m. ET

**MINUTES**

The meeting was called to order at 10:00 am ET and a quorum noted with the following in attendance.

**MEMBERS PRESENT**

Craig Reiter, Schoolcraft  
Jeff Waeghe, Delta  
John Malnar, Delta  
Connie Maule, Menominee  
Jennifer MacDonald, Menominee  
Michael Peitsch, Schoolcraft  
Connie Westrich, Menominee  
Susan Kleikamp, Menominee  
John Stapleton, Schoolcraft  
Myra Croasdell, Delta  
Marie Whitmire, Menominee  
Mary Lu Gaudette, Delta

**MEMBERS EXCUSED**

Victoria DeClaire  
Mia Smith

**APPROVAL OF AGENDA**

**A motion was made by Jeff Waeghe to approve the agenda as presented seconded by Marie Whitmire; 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 Susan Kleikamp, seconded by Connie Maule; Motion Carried.

- May 25, 2023 Governing Board Minutes
- April 2023 and May 2023 CAA Accounts Payable Schedule
- HS/EH Policy Council April 2023 Minutes

**OTHERS PRESENT**

Julie Moberg, Executive Director  
Dianne Gartland, Admin Assistant  
Myra Smeester, HS/EHS Director

**ATTENDING BY ZOOM**

Kris Thibeault, Finance Director  
Hannah Micheau, Client Services  
Peggy Ramsden, FGP Director  
Brenda Moya, Weatherization Director  
Lori Giuliani, RSVP Director  
Paul Snyder, Maintenance  
Kristie Stenlund, Sr Services Director  
Helen Corbett, HR Director

**MEMBERS EXCUSED**

Jessica Flory Whitmer  
Robert Peterson

## **ACCEPTANCE OF THE RESIGNATION OF GERI ALANKO**

**A motion was made by Marie Whitmire to accept the resignation of Geri Alanko with regrets, seconded by Mary Lu Gaudette; Motion Carried.**

## **NOMINATING COMMITTEE REPORT/ELECTION OF BOARD OFFICERS**

The chair reported that the following have placed their name on the ballot for the following positions – Craig Reiter for Board Chair, Myra Croasdell for Vice Chair, John Malnar for Treasurer and John Stapleton for Secretary.

The chair then asked three times for further nominations from the floor for Chair. Hearing none the chair moved to close the nominations. The chair then asked three times for further nominations for Vice Chair. Hearing none the chair moved to close the nominations. The chair then asked three times for further nominations for Treasurer. Hearing none the chair moved to close the nominations. Finally the chair asked three times for further nominations for Secretary. Hearing none the chair moved to close the nominations.

As no other nominations were made for the Vice Chair, Treasurer or Secretary, **a motion was then made by Jeff Waeghe and seconded by Mary Lu Gaudette to approve nominations of Craig Reiter for the Chair position, Myra Croasdell for Vice Chair, John Malnar for Treasurer and John Stapleton for Secretary; Motion Carried.**

## **APPROVAL OF THE FY 2023 HEAD START CONTINUATION GRANT**

All members received a copy of the FY 2023 Head Start Continuation Grant for their review. The Chair then called on Myra Smeester for more information. **A motion was made by Jennifer MacDonald to accept the FY 2023 Head Start Continuation Grant as presented, seconded by Connie Maule; Motion Carried.**

## **APPROVAL OF THE FY 2023 EARLY HEAD START CONTINUATION GRANT**

All members received a copy of the FY 2023 EHS Continuation Grant for their review. The Chair then called on Myra Smeester for more information. **A motion was made by Susan Kleikamp to accept the FY 2023 Early Head Start Continuation Grant as presented, seconded by John Stapleton; Motion Carried.**

## **APPROVAL OF THE EARLY HEAD START LOCALLY DESIGNED OPTION WAIVER**

All members received a copy of the EHS Locally Designed Option Waiver for their review. The chair called on Myra Smeester for more information. **A motion was made by Mary Lu Gaudette to approve the Early Head Start Locally Designed Option Waiver as presented, seconded by Marie Whitmire; Motion Carried.**

## **APPROVAL OF THE NON-FEDERAL SHARE WAIVER REQUEST**

All members received a copy of the Non-Federal Share Waiver request for their review. The chair called on Myra Smeester for more information. **A motion was made by Marie Whitmire to approve the Non-Federal Share Waiver as presented, seconded by Myra Croasdell; Motion Carried.**

## **ACCEPTANCE OF ECP DIRECTOR'S REPORT**

The Chair called on Myra Smeester for her report. **A motion was made to accept the ECP Director's report as presented by Marie Whitmire, seconded by Myra Croasdell; Motion Carried.**

## **OTHER BUSINESS**

No other business was discussed.

## **PUBLIC COMMENT**

No public comments were made.

## **BOARD COMMENT**

The Chair thanked Susan Kleikamp for her time serving as the Board Treasurer on the Finance Committee.

Jeff Waeghe thanked Myra Smeester, HS/EHS Director for doing an excellent job presenting and explaining all of her grants/waivers and answering any questions that the Board asked of her.

## **ADJOURNMENT**

**A motion to adjourn was made by Jeff Waeghe supported by Marie Whitmire; Motion carried.**

**Meeting adjourned at 10:35 am**

**Next meeting is scheduled September 28, 2023 at 10:00 am ET.**