

Menominee-Delta-Schoolcraft
COMMUNITY ACTION AGENCY
Governing Board Meeting
Thursday September 22, 2022
Community Action Agency
Escanaba MI
10:00 a.m. ET

MINUTES

The meeting was called to order at 10:01 am ET and a quorum noted with the following in attendance.

MEMBERS PRESENT

Geri Alanko, Delta
John Malnar, Delta
Connie Maule, Menominee
Jennifer MacDonald, Menominee
Marie Whitmire, Menominee
Jerry Piche, Menominee
Susan Kleikamp, Menominee
Jessica Flory-Whitmer, Schoolcraft
Mary Lu Gaudette, Delta
Jeff Waeghe, Delta
John Stapleton, Schoolcraft
Alan Kilar, Schoolcraft

MEMBERS EXCUSED

Mia Smith
Myra Croasdell

APPROVAL OF AGENDA

A motion was made by Jerry Piche to approve the agenda as presented seconded by Alan Kilar; 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 Mary Lu Gaudette, seconded by Marie Whitmire; Motion Carried.**

- July 28, 2022 Governing Board Minutes
- June 2022 and July 2022 CAA Accounts Payable Schedule

OTHERS PRESENT

Julie Moberg, Executive Director
Dianne Gartland, Admin Assistant

ATTENDING BY ZOOM

Kris Thibeault, Finance Director
Linda Paulin, SCP Director
Peggy Ramsden, FGP Director
Brenda Moya, Weatherization Director
Maty Thibeault, Homeless Services
Myra Smeester, HS/EHS Director
Kristie Stenlund, Sr Services Director
Helen Corbett, HR Director
Lori Giuliani, RSVP Director
Hannah Micheau, Emergency Services
Jeff Anderson, Maintenance
Alexandria Kleikamp, Receptionist/Data Entry Clerk

MEMBERS EXCUSED

Craig Reiter
Victoria DeClaire

- HS/EH Policy Council June 29, 2022 Minutes
- ECP Directors August and September 2022 Reports

ACCEPTANCE OF THE CAA 990 TAX RETURN

All members received a copy of the CAA 990 Tax Return for their review. **A motion was made by Susan Kleikamp to accept the CAA 990 Tax Return as presented, seconded by Connie Maule; Motion Carried.**

ACCEPTANCE OF THE 2023 CAA/HRA GOVERNING BOARD MEETING SCHEDULE

All members received a copy of the 2023 CAA/HRA Governing Board meeting schedule for their review. **A motion was made by Alan Kilar to accept the 2023 CAA/HRA Governing Board Meeting Schedule as presented, seconded by Jennifer MacDonald; Motion Carried.**

APPROVAL OF THE COST ALLOCATION PLAN

The chair called on Kris Thibeault for more information. **A motion was made to approve the 2023 Cost Allocation Plan changes as recommended by the Finance Committee by Marie Whitmire, seconded by Connie Maule; Motion Carried.**

APPROVAL OF THE FINANCIAL PROCEDURE MANUAL

The chair called on Kris Thibeault for more information. **A motion was made to approve the changes to the Financial Procedures Manual as recommended by the Finance Committee by John Stapleton, seconded by Susan Kleikamp; Motion Carried.**

APPROVAL OF THE CAA BY-LAWS REVIEW

All members received a copy of the CAA By-Laws for their review. The By-Laws Committee met and has deemed that no changes are necessary to the By-Laws at this time. **A motion was made to approve the current CAA By-Laws with no changes as recommended by the By-Law Committee by Mary Lu Gaudette, seconded by Jennifer MacDonald; Motion Carried.**

INFORMATIONAL: EXECUTIVE COMMITTEE VOTE – TEACHER WAIVER

The Chair called on Myra Smeester for more information. All members received copies of the HS/EHS request to allow them the ability to hire a teacher candidate that did not yet meet the minimum requirements for the position at this time. The Office of Head Start denied the request.

INFORMATION: REPRESENTATIVE TO THE HS/EHS UAW UNION LOCAL 2172 UNIT 6 CONTRACT NEGOTIATIONS

The Finance Committee voted to have Craig Reiter serve as the Governing Board Representative for the HS/EHS Union negotiations. The Governing Board agreed with this choice but also wanted to have an alternate. **A motion was made by Jeff Waeghe and seconded by Susan Kleikamp to have John Stapleton serve as the first alternate and John Malnar to serve as the second alternate. Motion Carried.**

ACCEPTANCE OF EXECUTIVE DIRECTOR'S REPORT

The Board called on Julie Moberg for her report. Julie reported that Head Start are back to face to face classes. We are not at full enrollment yet. We currently have about 20 job openings with 3 of the openings for teachers in HS/EHS. The union contract ends November 30th and we have been notified that the Union is ready to start negotiations. **A motion was made to accept the Executive Director's report as presented by Marie Whitmire, seconded by Susan Kleikamp; Motion Carried.**

OTHER BUSINESS

No other business was discussed.

PUBLIC COMMENT

No public comments were made.

BOARD COMMENT

No board comments were made.

ADJOURNMENT

A motion to adjourn was made by Jeff Waeghe supported by Alan Kilar; Motion carried.

Meeting adjourned at 10:40 am

Next meeting is scheduled October 27, 2022 at 10:00 am ET.