

Menominee-Delta-Schoolcraft  
**COMMUNITY ACTION AGENCY**  
Governing Board Meeting  
Thursday November 30, 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  
Fran Majestic, Schoolcraft  
Mia Smith, Menominee  
Connie Westrich, Delta  
Michael Peitsch, Schoolcraft  
Jennifer MacDonald, Menominee  
John Malnar, Delta  
Marie Whitmire, Menominee  
Susan Kleikamp, Menominee  
John Stapleton, Schoolcraft  
Myra Croasdell, Delta  
Robert Petersen, Delta  
Mary Lu Gaudette, Delta

**MEMBERS EXCUSED**

Jessica Flory Whitmer  
Connie Maule  
Jeff Waeghe  
Victoria DeClaire  
Robin Double

**APPROVAL OF AGENDA**

**A motion was made by Marie Whitmire to approve the agenda as presented seconded by Mary Lu Gaudette; 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 Myra Croasdell; Motion Carried.**

- October 26, 2023 Governing Board Minutes
- September 2023 CAA Accounts Payable Schedule
- HS/EH Policy Council September 2023 Minutes

**OTHERS PRESENT**

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

**ATTENDING BY ZOOM**

Kris Thibeault, Finance Director  
Linda Paulin, SCP Director  
Helen Corbett, HR Director  
Brenda Moya, Weatherization Director  
Maty Thibeault, Homeless Services  
Lori Giuliani, RSVP Director  
Kristie Stenlund, Sr Services Director  
Helen Corbett, HR Director

## **ACCEPTANCE OF THE FULL ENROLLMENT PLAN NOTIFICATION**

All members received a copy of the full enrollment requirements. The Chair called on Myra Smeester for more information. **A motion was made by Fran Majestic to accept the report as presented, seconded by Marie Whitmire; 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 Susan Kleikamp, seconded by Robert Petersen; Motion Carried.**

## **OTHER BUSINESS**

A discussion was held regarding HS/EHS decision to close a classroom. It was decided that if HS/EHS has to close a class room due to staffing issues that will be prolonged (not illness), the board should be notified of this decision. The HS Director will notify the Executive Director, and the ED will notify the Board Chair.

## **PUBLIC COMMENT**

No public comments were made.

## **BOARD COMMENT**

No board comments were made.

## **ADJOURNMENT**

**A motion to adjourn was made by John Malnar supported by Marie Whitmire; Motion carried.**

**Meeting adjourned at 10:25 am ET**

**Next meeting is scheduled January 25, 2024 at 10:00 am ET.**