

**BOARD OF DIRECTORS’
MEETING MINUTES
APRIL 27, 2017**

Members Present:	Amber Baldwin	Bonnie Fuerst
	Jennifer Bantam	Pat Nelson
	David Braun	Joni Nickel
	Joe Brayton	Barb Roebuck
	Ross Bruning	Michael Stromer
	Roland Coker	Dick Trail
	Bob Engler	Jack Yant
	Linda Fitzsimmons	

Members Absent:

Others Present:	Meredith Collins	Kyla Martin
	Carrie Eurek	Kris Wright
	Jackie Harpst	

President Yant declared a quorum.

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

INTRODUCTIONS:

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

APPROVAL OF MARCH MINUTES – **The minutes stand approved as written.**

ADMINISTRATOR’S REPORT – Meredith passed around an article from the Omaha World Herald on rural poverty that included information about the agency and our program services. Meredith and Barb Ostrum, Community Services Coordinator, along with many of our community partners were interviewed for the article. Meredith also pass around an invite to recognize Julie Weir, RN – Health Services Director on April 27th and the shared with board how Lois Butler was recognized as a Head Start hero at the national conference in Chicago. On the legislative front, we are expecting a one or two week stopgap Continuing Resolution to avoid the government shutdown on April 28th. David Bradley from the National Community Action Foundation is hopeful for an Omnibus Bill that will have bi-partisan support but that might change if there are additions added to the spending bill.

All Staff Day took place on April 21st at the Buffalo County Extension Building with 142 staff in attendance and three board members. We featured a wonderful keynote speakers, strategic and retirement planning, and program success stories. The overall staff rating for the day was 4.5/5 stars! Raffle baskets raised over \$600 for the Staff Scholarship fund. This year, the annual conference will be in Philadelphia.

Meredith also provided an update on the Community Affordable Housing program along with passing around a revised version of our Cash Handling Procedures. We have sold a second home in Ravenna with all proceeds going back into the CAH program to help offset maintenance costs. We have been visiting with the tenants in our Kearney homes to see if they are interested in

purchasing.

In early April, we finally received confirmation from the Food Bank for the Heartland out of Omaha that they are changing our contract to a Partnership Agreement. Although this news was disappointing it was certainly not unexpected as Food Bank for the Heartland has eliminated most of the revenue sources that helped support our Food Bank. We simply do not have the capacity to meet their requests which include delivering to all 71 area partners and hiring a full-time compliance staff person for the pantries. However, we do have some opportunities to rethink our food distribution options and how we can best serve the needs of our community members in south central Nebraska. We will maintain a Partnership Agreement with Omaha so we can continue the Food Rescue Program and also look at our options to begin Mobile Produce Pantries utilizing our refrigerated truck. We know based on our community assessments and census data that accessing healthy foods for families continues to be a concern. Funding options for this program have been researched and several grants written.

If you drive by our RYDE facility, you will see development happening to the south. New housing is being built and as part of our RYDE Transit Facility Development Agreement with the City of Kearney, we will be responsible for paving a Cul-De-Sac. Charles McGraw, Transit Director and Kris Wright have met with Miller & Associates to finalize details for the project but we are still awaiting final cost estimates.

Lastly, the Department of Economic Development has clarified language in their housing assistance grants which will now require a 10% cash match. This would mean the agency would have to come up with \$50,000 to match the two projects with which we planned on applying. Due to this requirement and the funding uncertainty with many of our programs, the agency will not submit these grants this year.

Plans were also discussed with board members for a possible Board Retreat in June. It has been scheduled for Thursday, June 22nd. **Linda Fitzsimmons moved the Board approve the Administrator's Report. Jennifer Bantam seconded the motion; motion carried unanimously by voice vote.**

FINANCIAL REPORT – Kris passed around the credit card and bank statements file. The United Way of the Kearney Area did not meet their goal this year so Mid expects funding cuts for some of their program allocations. RAFT's year end was March 31st and they spent all of their federal grant funds. Head Start is running a little under budget, enabling purchasing the two vehicles they included in their grant budget. The agency will be paying for the paving of a cul-de-sac to the south of the RYDE facility as part of the development of that area; this was a condition that the agency agreed to when the RYDE facility was built. March is half way through the agency's fiscal year so we should be at 50% of the budget; we are at 51% for revenues and 49% for expenses. The audit for the retirement plan is next week and the Weatherization formal monitoring is scheduled for the last week in June. The agency has started the transition to the new retirement plan platform; the conversion should be completed by the end of June. The retirement plan presentation at All-Staff Day last week was educational for staff and encouraged a few staff to enroll in the retirement plan. **After discussion, David Braun moved the Board accept and place on file the financial report as presented. Pat Nelson seconded the motion; motion carried unanimously by voice vote.**

SPECIAL REPORTS

HEAD START/EARLY HEAD START REPORTS/POLICY COUNCIL ACTIONS by David Braun – Early Head Start/Head Start reports and financials were passed around to the board. The notebook with the Administration for Children and Families (ACF) Program Instructions (PIs) and Information Memorandums (IMs) updates were also circulated. The following items require approval:

* Monthly enrollment reports

* Enrollment attendance

- * Monthly meal & snack reports
- * Monthly health mandate reports
- * Community representatives

After each Board member looked everything over, Bob Engler moved the Board approve all the reports. Amber Baldwin seconded the motion; motion carried by unanimous voice vote.

NORTH PLATTE SENIOR CENTER & HOME DELIVERY REPORT by Roland Coker The total number of meals served during the month of March was 3,886 in 23 serving days. The home-delivered meals tallied 2,121 with a daily average of 92 meals averaging a donation of \$2.60. For the congregate meals, they totaled 1,765 with a daily average of 78 and averaging a meal donation of \$2.99. They gained eight new people in the congregate program and 15 in the home-delivery program. The total foodstuff donations from Wal-Mart totaled 321 cases; 223 cases were handed out to the seniors and 98 cases were used in house. **Barb Roebuck moved the Board approve this report. David Braun seconded the motion; motion carried by unanimous voice vote.**

MINDEN SENIOR CENTER REPORT by Meredith Collins – For the month of March, the Senior Center served 686 meals in 20 serving days. The daily average was 34 people. For the month, there was \$2,336 in donations with a per meal average of \$3.25. The Center received \$1,486.85 in designations from the United Way of the Kearney Area. Our budget allocation hearing is on April 27th to determine our grant amount for the upcoming year. The United Way did not meet their funding goals so we are expecting cuts again this year. **Linda Fitzsimmons moved the Board approve this report. Amber Baldwin seconded the motion; motion carried by unanimous voice vote.**

PETERSON SENIOR CENTER CONGREGATE MEAL REPORT by Meredith Collins -- For the reporting period of March 26 – April 25th, the Peterson Nutrition Program served 2,265 meals serving an average of 103 people per day. Total donations for the month were \$6,290 with the average donation rate of \$2.78. The program has been short staffed for several months and has been trying to hire a kitchen aide to help out. **Barb Roebuck moved the Board approve this report. Bonnie Fuerst seconded the motion; motion carried by unanimous voice vote.**

RESIDENTIAL ASSISTANCE FOR FAMILIES IN TRANSITION (RAFT) Report by Jack Yant RAFT closed out their 2016-2017 HUD grant year. The new Annual Progress Report (APR) is under a new program called SAGE. Before it was under e-snaps. Erin has completed the APR training and will be having the actual APR completed this week. Also, HUD has sent out our Issues and Conditions for the 2017-2018 grant year. This will be completed next week in order to get the contracts sent out. RAFT received their NHAP letter of intent. They have been awarded \$27,301.39. This is a 15% increase from last year. RAFT presented to the United Way of the Kearney Area last week. It was an excellent experience. The members there on behalf of the United Way had excellent questions and it was wonderful to have the opportunity to be able to have a full presentation. All residents are doing well and are either employed or attending classes. All families are currently attending Circle of Security Parenting classes. RAFT has one two-bedroom opening that we hope to fill from the seven referrals they currently have. They will make a decision at their Policy meeting on May 4th. **Bob Engler moved the Board approve this report. Joni Nickel seconded the motion; motion carried by unanimous voice vote.**

STRATEGIC PLANNING AND CSBG WORK PLAN GAP ANALYSIS by Meredith Collins

Meredith presented the ideas that the staff and board members came up with during the planning session at All-Staff last week. A copy of those goals will be emailed out to members. Board members discussed the needs assessment as it related to gaps in services and goals that they thought should be included in the Strategic and CSBG Work plan. Discussions occurred about transportation needs in the area. Mid is currently still waiting for the feasibility study results on whether a regular fixed bus route would benefit this area and the future of ride sharing programs. Discussions on housing needs included tiny houses, zoning and the need for more affordable housing. The need for affordable child and health care were also discussed. Goals and objectives for the board were also discussed. This year it was mentioned to learn more about the programs and what they do, one-on-one. They would like to go visit other locations. They also discussed the option of going to the North Platte Senior Center for the board meeting followed by lunch there. They are open to having occasional meetings away from Kearney. Board members also saw it advantageous to recruit members of the community to advocate for our programs. **Bob Engler moved the Board approve this training. Joni Nickel seconded the motion; motion carried by unanimous voice vote.**

A. ACTION/DISCUSSION ITEMS

Kearney Area Community Foundation Grant Application -- Mid is requesting \$7,700 from the Kearney Area Community Foundation to help support its new Mobile Produce Pantry and Food Bank Marketplace Pilot Project. KACF money will go toward funding transportation and staff costs for this new three year pilot project. **Roland Coker moved the Board approve the application. David Braun seconded the motion; motion approved by unanimous voice vote.**

Ron and Carol Cope Foundation Grant Application -- Mid is requesting \$25,000 from the Ron and Carol Cope Foundation to help support its new Mobile Produce Pantry and Food Bank Marketplace Pilot Project. The Cope Foundation money will go toward funding transportation and staff costs for this new three year pilot project. **David Braun moved the Board approve the application. Michael Stromer seconded the motion; motion approved by unanimous voice vote.**

The Nels & Lucille Winther Foundation Grant Application -- Mid is requesting \$15,000 from the Nels & Lucille Winther Foundation to support the general operating costs of the Minden Senior Center. **Dick Trail moved the Board approve the application. Jennifer Bantam seconded the motion; motion approved by unanimous voice vote.**

Wellcare Health Plans Grant Application -- This \$2,000 request from Wellcare Health Plans will fund school supplies for Family Connect in Lexington. **Linda Fitzsimmons moved the Board approve the application. Amber Baldwin seconded the motion; motion approved by unanimous voice vote.**

Senior Companion Grant Application -- This application is from the State of Nebraska. It will be for \$25,000. If awarded, it will pay the stipends for 9-10 Companions. It will also reimburse some mileage and pay a small portion of Lori Gerih's salary. **Barb Roebuck moved the Board approve the application. Pat Nelson seconded the motion; motion approved by unanimous voice vote.**

RAFT Case Management Contract -- The amount for the 2017 RAFT agreement will be \$2,500 a month or \$30,000/year. **Dick Trail moved the Board approve the contract. David Braun**

seconded the motion; motion approved by unanimous voice vote.

Minden Exchange Bank Signature Card Changes – Approval is needed to remove Leslie J. Bodey and add Rendy E. France on the Now Account # 312793. If approved the card will have the following names listed as signators: Meredith Collins, Jackie Harpst, Martha Stribling, Carrie Eurek, Barb Braun and Rendy E. France. **Bonnie Fuerst moved the Board approve the signature card changes. Dick Trail seconded the motion; motion approved by unanimous voice vote.**

Sunderland Foundation Grant Application -- Mid is applying for \$40,000 from the Sunderland Foundation to support repair work to the Community Services Building in Dawson County. Repairs include window/window sill replacement, roof, walls, and doors. **Barb Roebuck moved the Board approve the application. Joni Nickel seconded the motion; motion approved by unanimous voice vote.**

First Bank & Trust Signature Card Changes -- Approval is needed to remove Leslie J. Bodey and add Rendy E. France on the Kearney County PAC CD #34906. If approved the card will have the following names listed as signators: Meredith Collins, Jackie Harpst, Martha Stribling, Carrie Eurek, Barb Braun and Rendy E. France. **Dick Trail moved the Board approve the signature card changes. Bob Engler seconded the motion; motion approved by unanimous voice vote.**

Bank of the West Signature Card Changes -- Approval is needed to remove Leslie J. Bodey and add Rendy E. France on the Kearney County PAC CD #230865966. If approved the card will have the following names listed as signators: Meredith Collins, Jackie Harpst, Martha Stribling, Carrie Eurek, Barb Braun and Rendy E. France. **David Braun moved the Board approve the signature card changes. Roland Coker seconded the motion; motion approved by unanimous voice vote.**

South Central Nebraska Area Agency on Aging Amended Award for Peterson Senior Center – This award is in the amount of \$650 to be used for raw food. This is effective April 1, 2017 and should be expended by June 25, 2017. (*ROMA Goal 6.1: Maintain Independent Living for Vulnerable Populations*) **Dick Trail moved the Board accept the award. Roland Coker seconded the motion; motion approved by unanimous voice vote.**

South Central Nebraska Area Agency on Aging Amended Award for Minden Senior Center – This award is in the amount of \$650 to be used for raw food. This is effective April 1, 2017 and should be expended by June 25, 2017. (*ROMA Goal 6.1: Maintain Independent Living for Vulnerable Populations*) **Barb Roebuck moved the Board accept the award. Bob Engler seconded the motion; motion approved by unanimous voice vote.**

Head Start/Early Head Start Continuation Grant Application – For program year, August 1, 2017 thru July 31, 2018, they are requesting \$3,578,198.

Head Start Program Operating	\$3,589,316	(Funded enrollment of 338)
Head Start Training	\$ 38,382	
Early Head Start Operating	\$ 829,049	(Funded enrollment of 48)
Early Head Start Training	\$ 16,001	(Total enrollment of 386)
	\$3,578,198	

David Braun moved the Board approve the application. Amber Baldwin seconded the motion; motion approved by unanimous voice vote.

Head Start Vehicle Procurement for Two Vehicles – Head Start Director’s recommendation is to purchase two Chevrolet Equinoxes from Janssen Motors in Holdrege. **Barb Roebuck moved**

the Board approve the recommendations for the purchases. Joni Nickel seconded the motion; motion approved by unanimous voice vote.

Local Family Foundation Grant Award – In February the Mid Nebraska Food Bank and Commodity Supplemental Food Program requested \$40,000 from a Family Foundation for the purchase of one fork lift, one pallet jack, and the removal/replacement of one warehouse heater along with the installation of an additional warehouse heater. This equipment will help increase the efficiency and improve the safety of operations carried out daily to provide healthy and nutritious food to the area. Mid was funded in the amount of \$40,159.00. (*ROMA Goal 6: Independent Living/Emergency Assistance/Child & Family Development*) **Dick Trail moved the Board accept the award. Jennifer Bantam seconded the motion; motion approved by unanimous voice vote.**

Head Start Community Assessment/Summary -- This assessment is updated annually. This year there were no changes. Refer to the full document in the Board book. **David Braun moved the Board approve the assessment and summary. Amber Baldwin seconded the motion; motion approved by unanimous voice vote.**

United Way of South Central Nebraska Awards

- a. **Homeless Prevention** – The amount requested and awarded is \$6,800 and will be used for homeless prevention. (*ROMA Goal 6, 6.2 Emergency Assistance*)
- b. **Commodity Supplemental Food Program** – The amount requested and awarded is \$2,400 to be used for C.S.F.P. (*ROMA Goals 1.1, 2.3, 3.1, 6.1, 6.3, 6.4, 6.5*)
- c. **RYDE** – The amount requested was \$15,000 and the amount awarded is \$15,000 to be used to continue the public transportation program in the Hastings area. (*ROMA Goal 2.*)

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

Nebraska Affordable Housing Program Matching Funds Request – It is requested that Mid provide matching funds from the corporate account for the Nebraska Affordable Housing Program Non-Profit Operating Assistance grant application #17-TFTA-34020 as follows:

- a. Year #1 – a minimum of \$2,000; and
- b. Year #2 – a minimum of \$2,000

Joe Brayton moved the Board approve the matching funds request. Dick Trail seconded the motion; motion approved by unanimous voice vote.

Immunization Award – This is an amendment in the amount of \$45,000 for the current grant period of January 1, 2017 thru December 31, 2017 for a grant total not to exceed \$60,000. **Amber Baldwin moved the Board accept the award. Bonnie Fuerst seconded the motion; motion approved by unanimous voice vote.** (*ROMA Goal 6: Health Services to Vulnerable Populations*)

Kearney Noon Rotary Grant Request – The Immunization program is requesting \$1,000 from Kearney Noon Rotary for a Kearney back-to-school immunization clinic. **Ross Bruning moved the Board approve the request. Joe Brayton seconded the motion; motion approved by unanimous voice vote.**

B. OTHER ISSUES/COMMUNITY CONCERNS –

C. ADJOURNMENT -- With no further business, President Yant adjourned the meeting. It was announced that the next Board of Directors' Meeting would be on May 25, 2017.

Respectfully Submitted,

Kyla Martin
Recording Secretary

VERIFICATION

The forgoing minutes were amended/approved.

Board Secretary

Date

Board President

Date