

**BOARD OF DIRECTORS’
MEETING MINUTES
AUGUST 24, 2017**

Members Present:	Jennifer Bantam Ross Bruning Roland Coker Bob Engler	Pat Nelson Barb Roebuck Michael Stromer Dick Trail Jack Yant
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Members Absent:	Amber Baldwin David Braun Joe Brayton	Linda Fitzsimmons Bonnie Fuerst Joni Nickel
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Others Present:	Meredith Collins Carrie Eurek Jackie Harpst	Kyla Martin Kris Wright
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President Yant declared a quorum.

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

INTRODUCTIONS:

ACCEPTANCE OF BOB ENGLER’S RESIGNATION – With regrets, Pat Nelson moved the Board accept Bob’s resignation. Barb Roebuck seconded the motion; motion carried unanimously by voice vote.

AGENDA APPROVAL –President Yant noted the amendments to the agenda. Roland Coker moved the Board approve this agenda. Jennifer Bantam seconded the motion; motion carried unanimously by voice vote.

APPROVAL OF JULY MINUTES – The minutes stand approved as written.

ADMINISTRATOR’S REPORT – Meredith recognized long-time staff tenure by passing around pictures of Lisa Giboney and Pat Jarmin celebrating 20 years with Head Start. She presented staff with their recognition certificates at the Head Start pre-service earlier this month. On August 5th, Lexington hosted the Family Connect event. A lot of providers and Community Service Coordinators came together to make the day truly successful. Martha Draskovic, Lexington CSC, organizes the event. They distributed 302 backpacks, food from Food Bank for the Heartland, toiletries, and more. Customers preregistered and were able to visit with community partners and service providers.

Kyla Martin gave an update on the success of the last two Produce Mobile Pantries in Elm Creek and Amherst. Both were a huge success with lots of volunteers and community participation. The three events (Kearney included) held served 887 individuals. Next week will be in Pleasanton. The Community Affordable Housing program has some homes ready to sell in Kearney. One is ready for the market and three will be ready to go by the end of September. The Kearney Housing Authority has shown some interest in some of these homes and we also shared the information with staff.

Our Community Services Block Grant Program Administrator, Jennifer Dreibelbis, has resigned after eight years of working with the State of Nebraska and will truly be missed. She was a big advocate for the Community Action network and helped us strengthen our program services and reporting. Her replacement will be hired in the next month or so. The National Community Action Conference is next week in Philadelphia. Six Mid staff will be in attendance and will provide reports on the sessions that they attend. Meredith provided follow up on the Benefit Case Study we had completed to review our current benefit package offered to staff. Some recommendations were made and we are researching whether we can feasibly implement additional options for staff. We are also getting competitive proposals for all of our insurance packages this year. **Dick Trail moved the Board approve the Administrator's Report. Bob Engler seconded the motion; motion carried unanimously by voice vote.**

FINANCIAL REPORT – Kris passed around the credit card statements and the monitoring folder which included the Weatherization Program audit. It had one finding that was a missing signature on a document. That has been rectified. The Minden and Peterson Activity Senior Centers audits at the beginning of August went well. Kris went over all the programs that had year-ends on July 31st. July is the 10th month of the fiscal year and we should be at 83% of our budget; we are at 76% for revenues and 75% for expenses. Mid is experiencing difficulty filling several employment positions. They aren't receiving applications or not finding qualified applicants so they are looking at ways to make the pay scale more hiring friendly. McCook Head Start has hired David Braun's wife so he can't be on the Policy Council or be a representative on the Mid Board. He will be able to attend the September meeting. Frontier Home is contracting with the North Platte Senior Center to provide meals to their tenants four days a week. The center is seeing an influx of 25-30 Frontier Home residents eating per day at the center. **After discussion, Ross Bruning moved the Board accept and place on file the financial report as presented. Bob Engler seconded the motion; motion carried unanimously by voice vote.**

SPECIAL REPORTS

HEAD START/EARLY HEAD START REPORTS/POLICY COUNCIL ACTIONS by Carrie Eureka – 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:

- * Staff hiring/terminations
- * Community representatives
- * Monthly enrollment reports
- * Enrollment attendance
- * Monthly meal & snack reports
- * Monthly health mandate reports

After each Board member looked everything over, Jennifer Bantam moved the Board approve all the reports. Michael Stromer seconded the motion; motion carried by unanimous voice vote.

NORTH PLATTE SENIOR CENTER & HOME DELIVERY REPORT by Roland Coker -- For the month of July the total meals served was 3,470 with 20 total days served. The home delivered meals tallied 1,843 with a daily average of 92; the meal donation average was \$2.74. For the congregate meals, the monthly total was 1,627 with 81 as the daily average the \$3.66 for the average meal donation. The center gained 18 new people in the congregate meal program and 16 new people for the home delivered program. **Barb Roebuck moved the Board approve this report. Bob Engler seconded the motion; motion carried by unanimous voice vote.**

MINDEN SENIOR CENTER REPORT by Meredith Collins – For the month of July, the Center served 765 meals in 21 serving days. The daily average was 36 people. Total donations were

\$2,565 with a per meal average of \$3.35. The Minden Car Show was held on August 19th. The Senior Center served cinnamon rolls for breakfast and Sloppy Joes for lunch for a free-will donation. They raised over \$800 for the Center that day. Friday, September 29th is the United Way luncheon to promote the center. **Roland Coker moved the Board approve this report. Ross Bruning seconded the motion; motion carried by unanimous voice vote.**

PETERSON SENIOR CENTER CONGREGATE MEAL REPORT by Meredith Collins For the reporting period of July 26th – August 22nd, the Nutrition Program served 2,246 meals in 20 serving days. There is three more days in the reporting period. The daily average was 112 people. Total donations were \$7,746 with the average donation rate at 3.45. **Bob Engler moved the Board approve this report. Pat Nelson seconded the motion; motion carried by unanimous voice vote.**

RESIDENTIAL ASSISTANCE FOR FAMILIES IN TRANSITION (RAFT) Report by Jack Yant RAFT has completed their portion of the 2018-2019 HUD grant. The final copy is due to HUD by the end of September. Things at the RAFT house are going well. They are trying to get things prepared for fall. RAFT had a booth at Nebraska's 150th celebration on August 6th. They had coloring pages and candy for the kids. Our kids started school last week. On August 8th we had a group meeting at Yanney Park. Our families all ate together and we had school supplies, backpacks and clothing donations for all the families. United Way of the Kearney Area had shoes available for all of the RAFT kids. RAFT will have a one-bedroom apartment open and ready for move in in October. **Dick Trail moved the Board approve this report. Roland Coker seconded the motion; motion carried by unanimous voice vote.**

HISTORY OF COMMUNITY ACTION VIDEO SEGMENT by Meredith Collins A short video was shared about when President, Lyndon B. Johnson, decided he wanted Sgt. Shriver to be a special assistant to him and run a war on poverty program to make poverty more visible. From this came the Office of Economic Opportunity, the VISTA Program and Community Action. On August 20th, 1965, the Economic Opportunity Act was signed.

President Yant called a recess. Jennifer Bantam moved the Board go into Executive Session at 11:07 a.m. Barb Roebuck seconded the motion; motion approved by unanimous voice vote. At 11:27 a.m., the Board reconvened. Dick Trail moved that the Board reconvene. Pat Nelson seconded the motion. It was approved by unanimous voice vote. Dick Trail moved the Board promote Meredith Collins from Executive Director to Chief Executive Officer (CEO). Ross Bruning seconded the motion; motion approved by unanimous voice vote.

A. ACTION/DISCUSSION ITEMS

2018 DOE Contract Amendment – This contract amendment increases the award for the Weatherization Assistance Program to \$306,963.10 from the previously approved amount of \$173,740.58 for the contract period of July 1, 2017 thru June 30, 2018. (*ROMA Goal: Individuals and families with low-incomes are stable and achieve economic security.*) **Pat Nelson moved the Board accept the award. Ross Bruning seconded the motion; motion approved by unanimous voice vote.**

Federal Transit Administration's 5309 Program Supplemental Agreement – This is an amendment in the amount of \$541,044 for RYDE Transit to purchase one (1) lowered-floor minivan, ten (10) small buses, and two (2) twelve-passenger vans. (*ROMA Goal: Individuals and families with low-incomes are stable and achieve economic security.*) **Pat Nelson moved the Board accept the agreement. Ross Bruning seconded the motion; motion approved by unanimous voice vote.**

Head Start Cost of Living (COLA) Award– COLA funds will be used to increase staff salaries, fringe benefits, and related costs by a minimum of 1(one) percent. This will increase Head Start and Early Head Start staff’s hourly rate of pay and permanently increase the Head Start (0-5) pay scales. The COLA grant was for \$27,596 for Head Start Staff and \$6,600 for Early Head Start Staff for a total of \$34,196. The award is in the amount of \$34,196. (*ROMA Goal: Agency increase their capacity and resources.*) **Jennifer Bantam moved the Board accept the award. Michael Stromer seconded the motion; motion approved by unanimous voice vote.**

Burlington Capital Foundation Application -- Mid is applying for \$10,000 from the Burlington Capital Foundation to provide general operating support for the North Platte Senior Center. **Roland Coker moved the Board approve the application. Bob Engler seconded the motion; motion approved by unanimous voice vote.**

The Struve Foundation Application -- Mid is applying for \$15,000 from the Struve Foundation to support the purchase of a new freezer for the North Platte Senior Center. **Bob Engler moved the Board approve the application. Roland Coker seconded the motion; motion approved by unanimous voice vote.**

The Bernard K. & Norma F. Heuermann Foundation Application -- Mid is applying for \$25,000 from the Heuermann Foundation to provide general operating support for the North Platte Senior Center. **Barb Roebuck moved the Board approve the application. Roland Coker seconded the motion; motion approved by unanimous voice vote.**

Nebraska Department of Education (NDE) Agreement – NDE has approved Mid’s Child and Adult Care Food Program (CACFP) application for fiscal year 2018 and is approved to claim meals for reimbursement from July 1, 2017 to June 30, 2018. **Ross Bruning moved the Board accept the agreement. Bob Engler seconded the motion; motion approved by unanimous voice vote.**

Head Start/Early Head Start Continuation Grant Award – For program year, August 1, 2017 through July 31, 2018, we’ve been approved for \$3,578,198 for their funded enrollment of 386 children. (*ROMA Goal: Individuals and families with low-incomes are stable and achieve economic security.*) **Dick Trail moved the Board accept the award. Jennifer Bantam seconded the motion; motion approved by unanimous voice vote.**

The Donald E. Nielsen Foundation Inc. Application -- Mid is applying for \$25,000 from the Donald E. Nielsen Foundation Inc. to provide general operating support for the North Platte Senior Center. **Michael Stromer moved the Board approve the application. Roland Coker seconded the motion; motion approved by unanimous voice vote.**

Head Start Mental Health Services Agreements – Mid is requesting the services from licensed mental health providers to provide mental health services to Head Start children enrolled during the 2017-2018 program year. (*ROMA Goal: Individuals and families with low-incomes are stable and achieve economic security.*)

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| a. Gidget Ann Mosiman | e. Jacquie Yenni |
| b. All Seasons Counseling (Merriul Thomas) | f. Counseling Services (Ryan Smith) |
| c. Ambiance (Lindsay McConville) | g. Wade Goodwin, Counseling Services LLC |
| d. Sonia Howard Counseling | |

Ross Bruning moved the Board accept the agreements. Dick Trail seconded the motion; motion approved by unanimous voice vote.

CSBG FY17 Subaward Amendment 4 -- For the funding period of October 1, 2016 through September 30, 2017 (FY17), the fourth and last amendment increases the total CSBG award to \$613,540. (*ROMA Goal: Agency increase their capacity and resources.*) **Bob Engler moved the Board accept the award. Barb Roebuck seconded the motion; motion approved by unanimous voice vote.**

The Sowers Club of Nebraska Foundation -- Mid is applying for \$15,000 from the Sowers Club of Nebraska Foundation to help support the general operating costs of the North Platte Senior Center. **Roland Coker moved the Board approve the application. Dick Trail seconded the motion; motion approved by unanimous voice vote.**

Franklin State Bank Signature Card Updates – It is requested to remove Beverly McNiff from all accounts (one checking account for the Franklin County Food Pantry and five CDs for the Franklin County Trust) at Franklin State Bank and replace her with Jean Harms on all the signature cards. **Barb Roebuck moved the Board approve the signature updates. Bob Engler seconded the motion; motion approved by unanimous voice vote.**

South Central State Bank Signature Card Updates -- It is requested to remove Beverly McNiff from all accounts (two CDs for Franklin County Trust) at South Central State Bank and replace her with Jean Harms on all the signature cards. **Pat Nelson moved the Board approve the signature updates. Bob Engler seconded the motion; motion approved by unanimous voice vote.**

After Bob Engler’s acceptance of his resignation, Barb Roebuck moved that Jennifer Bantam volunteer to be the new Secretary. Bob Engler seconded the motion; motion approved by unanimous voice vote. Jennifer graciously accepted the position.

B. OTHER ISSUES/COMMENTS –

C. ADJOURNMENT -- With no further business, President Yant adjourned the meeting. It was announced that the next Board of Directors’ Meeting would be on September 28, 2017.

Respectfully Submitted,

Kyla Martin
Recording Secretary

VERIFICATION

The forgoing minutes were amended/approved.

Board Secretary

Date

Board President

Date