

**BOARD OF DIRECTORS’
MEETING MINUTES
APRIL 23, 2026**

Members Present-In Person:	Nathan Avery Joe Brayton Roger Dorn Linda Fitzsimmons Brooke Fricke	Deb Granger Myron Kouba Cecelia Loganbill Barb Roebuck Michael Stromer
Members Attending via ZOOM:	Joy Kyhn Bernardo Revelo	Jerry Woodruff
Members Excused:	Jennifer Bantam	Coy Clark
Others Present:	Meredith Collins Carrie Eurek	LaDonna Jackman Kyla Martin

President Roebuck started the meeting by declaring a quorum and joined the Board in reciting the Pledge of Allegiance and the Community Action Brand Promise.

AGENDA APPROVAL: There were no additions to the agenda. Cecelia Loganbill moved the Board approve the agenda. Joe Brayton seconded the motion; motion carried unanimously by voice vote.

APPROVAL OF MARCH MINUTES: Roger Dorn moved to approve the March minutes. Nathan Avery seconded the motion; motion carried unanimously by voice vote. The minutes stand approved as written.

ADMINISTRATOR’S REPORT

Meredith provided an update on Community Services Block Grant funding. Third and fourth quarter amounts are finally being released after many calls to OMB from congressional delegates. We are also working on the new federal compliance standards on website accessibility for individuals with disabilities. Our website designers are ensuring the agency website meets all standards. A statement will be added to the website indicating we are in compliance.

Our new Early Head Start facility in Kearney will be completed in May and as discussed at the last board meeting, the Ribbon Cutting/Open House will take place August 20th at 9:30 am with the board meeting following. Meredith shared the latest report from the contractor. The Open House Invitation was shared with board members and posted on social media. We will begin final punch list items in the last week of April. We did well with the budget and only have a remaining shortfall of \$20,000 with one grant request still pending.



The Head Start Focus Area 2 Monitoring took place last week with reviewers onsite beginning April 14th. We had four reviewers on site and one virtual. The monitors toured each one of our Centers. The review focused on:

- Program Design, Management, and Improvement
- Fiscal Infrastructure
- Background Checks/Fingerprinting
- Eligibility, Recruitment, Selection, Enrollment, and Attendance
- Education and Child Development
- Health Services
- Family and Community Engagement Services (Parent and Teacher interviews)

The Lead Reviewer shared the monitoring went well and she appreciated the staff and how prepared everyone was with needed documentation and scheduling of all the review items. We need some maintenance completed on the Lexington playground, but no other issues were brought forth as potential concerns. Their recommendation report will go to the Office of Head Start and we will receive the official monitoring letter in the next few weeks. Tremendous kudos to all of the Head Start staff for their hard work as well as LaDonna, Carrie, and Brooke for the fiscal and HR review items. The Head Start Change of Scope was submitted in early April. Reviewers had some questions which Carrie helped to clarify and it was resubmitted on April 17th. The Regional Office has indicated there have been delays with Change of Scope applications being approved.

We continue to look for new space for our two Head Start classrooms in North Platte. Special thanks to Barb for completing walk throughs at several locations. On Tuesday, Barb, Meredith and Erica with Head Start toured a building located at 502 Rodeo Road. We are awaiting updates on current square footage and landlord approvals for needed modifications for this building. The main challenges are finding open floor plans for classrooms and outdoor space for the playground. According to the City of North Platte, the agency would need to apply for a conditional use permit for a daycare/preschool that would allow more flexibility to use parking areas as potential spaces for the outdoor fenced in play space. The preference is to find a building for both classrooms since one classroom is part day/part year which is only three hours a day.

We received the FY27 budget allotments from the Nebraska Department of Roads. Unfortunately, 5311 funds distributed to rural providers have been reduced. This will mean all rural transit providers will need to re-evaluate their projected FY27 budgets due to less funding. LaDonna provided an overview of the current RYDE budget as well as match requirements. Board and staff discussed potential changes in the budget including increasing fares. Charles McGraw is currently working on budget revisions. Charles continues to do a great job with the budget and obtaining local match funds.

Lexington and Dawson County update: Here are the updated service counts for that area. We have already served twice the number of clients than we did all of the last year. Barb mentioned there is a local group actively working to try and purchase the old Tyson facility to start a new meat processing plant.

Service	# of Services Provided	# of Unduplicated Clients Served
Food: Food Pantries	3,163	1,874
Food: Food Vouchers	5	5
Hotel/Motel Vouchers: Hotel/Motel Vouchers	17	14
Life Skills: Financial Literacy Training	37	37
Rental Assistance: Rent Payment Assistance	13	13
Transportation: Gas Money	10	10
Transportation: Transportation Expense Assistance	11	11
Utility Deposit: Utility Deposit Assistance	2	2
Utility Payments: Electric Service Payment Assistance	1,730	1,504
Utility Payments: Gas Service Payment Assistance	40	40
Utility Payments: Phone Payment Assistance	6	6
Utility Payments: Water Service Payment Assistance	2	2
Total	5,036	2,805

After additional discussion, Linda Fitzsimmons moved the Board approve the Administrator’s Report. Deb Granger seconded the motion; motion carried unanimously by voice vote.

FINANCIAL REPORT - The credit card, bank statement, and monitoring files were passed around at the board meeting. There were two monitoring reports. The first was for the Mobile Food Pantries at our Food Bank. They were in full compliance with all food storage and handling regulations. The second was for Senior Volunteer Program. The state commended our program for recruiting and maintaining 14 volunteers but also reported a finding requiring for program specific requirements when reimbursing mileage to volunteers. The Head Start Monitoring was last week. We should receive our monitoring letter in about 60 days. The Head Start Change of Scope application has been submitted and the continuation grant application will be submitted by May 1. The March financial report was reviewed. Since March is the sixth month of the fiscal year, we should be at 50% for both revenue and expenses. We are at 57.74% for revenue and 50.02% for expenses. A review of the balance sheet for March was completed. The financial ratio increased from 6.5 in February to 6.9 in March. The cash ratio increased from 3.58 in February to 3.82 in March. If the financial ratio and the cash ratio calculations are over 1, they are considered good. **Joe Brayton moved the Board accept and place on file the financial report as presented. Roger Dorn seconded the motion; motion carried unanimously by voice vote.**

SPECIAL REPORTS

HEAD START/EARLY HEAD START REPORTS/POLICY COUNCIL ACTIONS by Brooke Fricke—Early Head Start/Head Start reports and financials were passed around and also shared on Board portal website. Carrie and Brooke reported on the Policy Council meeting. The notebook with the Administration for Children and Families (ACF) Program Instructions (PIs) and Information Memorandums (IMs) updates is available. The following items require approval:

- * Community representatives
- * Monthly enrollment reports
- * Monthly meal & snack reports
- * Enrollment attendance
- * Monthly health mandate reports
- * New hire approvals

Linda Fitzsimmons moved the Board approve the report. Bernardo Revelo seconded the motion; motion carried by unanimous voice vote.

NORTH PLATTE SENIOR CENTER REPORT by Meredith Collins – Last month, the Center served 2,770 meals in 22 serving days. Of those meals served, 1,253 were congregate meals, 158 were to-go meals, and 1,359 were home-delivered meals. The average donation rate was \$4.00. The BIG PUZZLE is down to the last bag! **Joy Kyhn moved the Board approve this report. Michael Stromer seconded the motion; motion carried by unanimous voice vote.**

MINDEN SENIOR CENTER REPORT by Meredith Collins – Last month, the Center served 713 meals, (398 Congregate and 315 To-Go) to go with an average of 32 people per day. Donations were \$3,509.50 with an average of \$4.92 per meal. **Jerry Woodruff moved the Board approve this report. Nathan Avery seconded the motion; motion carried by unanimous voice vote.**

PETERSON SENIOR CENTER MEAL REPORT by Meredith Collins – Last month, our program served 2,115 total meals (1,393 Congregate and 722 To-Go Meals) averaging 96 people per day with a donation average of \$2.64. The City of Kearney sponsored the Senior Celebration a week ago that was well attended. **Roger Dorn moved the Board approve this report. Myron Kouba seconded the motion; motion carried by unanimous voice vote.**

Community Needs Assessment 1 Year Update by Carrie Eurek - (*Organizational Standards:1.2,2.2, 3.1-3.5,4.2, 6.4*) Carrie presented an update to the Agency’s Community Needs Assessment that was completed in 2025. This assessment is completed once every three years with annual updates. This report is available on the agency website. **Roger Dorn moved the Board approve this update. Deb Granger seconded the motion; motion carried by unanimous voice vote.**

A. ACTION/DISCUSSION ITEMS

Head Start Self-Assessment - Carrie gave a summary at the meeting. The Self-Assessment at the site level is completed with parent feedback and notes strengths and areas for improvement. Information gathered from this process as well as the Community Assessment and Strategic Planning helps navigate programing decisions to best meet the needs of our children and families. This assessment is updated annually. A copy is filed in the Board book. **Linda Fitzsimmons moved the Board approve. Brooke Fricke seconded the motion; motion carried by unanimous voice vote.**

Affirmative Fair Housing Marketing Plan Updates - This is our agency’s marketing plan for single-family and multi-family units. We will have a plan on file as long as tenants remain in the three properties. Meredith provided an update on the sales of these properties with two leases ending in April. A copy was shared with Board members. (*Org Standards 4.2, 4.3*) **Brooke Fricke moved the Board approve. Nathan Avery seconded the motion; motion carried by unanimous voice vote.**

Parker Hannifin Grant Award – The agency requested \$3,000 and was awarded \$4,000 to help support operating expenses of our Food Bank and Mobile Produce Pantries. (*ROMA Goal 1*) **Brooke Fricke moved the Board accept the award. Deb Granger seconded the motion; motion carried by unanimous voice vote.**

Sunnyside Foundation Grant Award – RYDE Transit was awarded \$19,620 as matching funds to purchase a transit bus for Adams County. (*ROMA Goal 1*) **Michael Stromer moved the Board accept the award. Deb Granger seconded the motion; motion carried by unanimous voice vote.**

Nebraska Department of Water, Energy, and Environment Financial Assistance Federal Subaward Amendment for the Weatherization Program – This grant amendment in the amount of \$19,000 (was \$14,000 prior) is for the contract period of July 1st, 2025– June 30th, 2026. (*ROMA Goal 1*) **Deb Granger moved the Board accept the award. Linda Fitzsimmons seconded the motion; motion carried by unanimous voice vote.**

Peterson Senior Activity Meal Contract with City of Kearney – This is the annual contract between Mid and the City of Kearney to continue meal services from July 1, 2026 – June 30th, 2027. Mid will provide personnel

and grant oversight of the meal nutrition program including all revenues and expenses. The City will provide office space, utilities, telephone/internet, and cover all shortfalls related to the meal nutrition program. **Brooke Fricke moved the Board approve. Jerry Woodruff seconded the motion; motion carried by unanimous voice vote.**

Weatherization Incentive Plan Approval – A revised Incentive Plan is being proposed. Monthly production targets, as well as annual production and completion of the total project within the Contract requirements will measure performance. The Incentive Plan is contingent on the availability of program funding.

Monthly Incentive

- All Weatherization Assistance Program (WAP) staff will be eligible for the Incentive based on the percent of time worked in the WAP, plus fringe and indirect costs, if production targets are achieved on a monthly basis.
- The Incentive will be reviewed on the 10th of each month, following the completion of the Weatherization Assistance Program Monthly Reimbursement Report.
- Each month that the production targets are met, an Incentive base of \$250 will be multiplied by the percentage of time worked by WAP eligible employees.
- If production targets are not met, no Incentives will be paid out. The current approved Incentive Plan has a base of \$100. If approved, this Incentive Plan will begin in May of 2026.

Brooke Fricke moved the Board approve. Cecelia Loganbill seconded the motion; motion carried by unanimous voice vote.

B. OTHER ISSUES/COMMENTS – Brooke provided some ideas on potential help for individuals with housing loans and down payment assistance.

C. ADJOURNMENT - With no further business, President Roebuck adjourned the meeting. It was announced that the next Board of Directors' Meeting would be on **Thursday, May 28, 2026.**

Respectfully Submitted,

Kyla Martin
Recording Secretary

VERIFICATION

The forgoing minutes were amended/approved.

Board Secretary

Date

Board President

Date