

MANATEE COMMUNITY ACTION AGENCY, INC.

**BOARD OF DIRECTORS' MEETING
JUNE 25, 2009
NOON**

Present: Willie Brown Linda Cinque
Daniel Gaure Alison Hewitt
Dick Judd Jean Moreland
Delores Moreno Tim Polk
Rita Smith Peggy Waters

Absent: Esther Castillo Jim Delgado

Staff: Barbara Patten Casey Buchta
Meredith Gromko Carol Hunt
Amy Palmer Kathy Patreka
Susan Schoenherr

Guests: Sarah Meaker, Ph.D.; Meaker & Associates
Randy Dillingham, CPA; Christopher, Smith, Leonard,
Bristow & Stanell, LLP.

Tim Polk, Board Chair, called the meeting to order at noon. A quorum was present.

Approval of Minutes: Mr. Polk asked for a motion to accept the minutes from the May 28, 2009 meeting. Linda Cinque made the motion. Willie Brown seconded. Mr. Polk made a correction to the minutes: A one-time increase to Head Start/Early Head Start employees through ARRA funds is 1.84%, not the reported 1.08% as stated in the May 28, 2009 minutes. With the correction noted, the motion carried to approve the minutes.

Old Business: Mr. Polk asked Sarah Meaker to update the Board on the status of the development of the Strategic Plan including meetings, surveys, etc. Ms. Meaker reviewed the process and said she is available to answer any questions the Board may have. At the conclusion of her report, Ms. Meaker excused herself.

Mr. Polk then welcomed Margaret "Peggy" Waters, newly appointed representative from DeSoto County. Ms. Waters replaces long-time Board member, Paul Erickson. Ms. Waters said she is looking forward to serving on the Board and the citizens we serve.

New Business: Mr. Polk introduced Randy Dillingham and asked him to address the Board with regard to the 2008 independent audit. Among Mr. Dillingham's remarks were that he met with the Board's Finance & Audit Committee and had given an in-depth review of his firm's conclusions. His firm found no adjustments, that MCAA was completely transparent, and that the auditors' gave a clean and unqualified report.

Mr. Polk spoke of his appreciation for the Finance Department and staff and Dick Judd echoed that opinion. With that, Mr. Polk asked for a motion to accept the 2008 independent audit. Mr. Judd made the motion. Alison Hewitt seconded. The motion carried. Mr. Dillingham then excused himself from the meeting.

Finance Report: Amy Palmer, CPA and Finance Director, gave the fiscal report ending May 31, 2009 and reviewed each program. Ms. Palmer also suggested the Board review the audit to familiarize themselves with that information which can be helpful in understanding the monthly fiscal reports. Mr. Polk asked for a motion to accept the Finance Report. Rita Smith made the motion. Jean Moreland seconded. Motion carried.

Barbara Patten reviewed the COLA grant with the Board and asked the Board to approve the grant. Daniel Gaure made the motion to approve the grant application. Ms. Moreland seconded. Motion carried.

Program Reports:

Ms. Patten reported that funding has been reduced or withdrawn at many government levels and that new funding streams are being explored. The Family Empowerment grant funded by Manatee County's Children's Services division has been directed to the Early Learning Coalition of Manatee County, Inc. MCAA will administer the program until September 30, 2009. This was expected and completes the diversion of children's programs from MCAA to ELC.

The Collective Bargaining Agreement renegotiations with SEIU and their bargaining unit has gone well and agreement has been reached. Contract ratification is expected shortly.

An application for additional monies for Head Start Health & Safety grant will be submitted in early July. Classroom monitoring equipment and concrete modular classrooms are among the items anticipated for purchase.

HHS (Health & Human Services), the federal agency responsible for Head Start and Early Head Start, has mandated that the grantee's governing Board be notified when a teacher/teacher's assistant is accused of inappropriate conduct with a child. MCAA will adhere to this policy.

Ms. Patten reported that she and Susan Schoenherr, Weatherization Director, met with Sarasota County representatives to discuss MCAA's use of Weatherization/ARRA funds.

Ms. Patten named the Board members who have agreed to sit on the Strategic Planning Committee. They are Linda Cinque, Dick Judd, Jean Moreland, Tim Polk, and Rita Smith. Planning meetings will be scheduled soon.

Adjournment: With no further business to come before the Board, Ms. Cinque made a motion to adjourn. Mr. Brown seconded. Motion carried and the meeting adjourned at 1:05m.

Secretary

Date

The Board of Directors does not meet in July. The next meeting is scheduled for August 27, 2009.