

**HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY,
INC. BOARD OF DIRECTORS MEETING
MONDAY, August 24th, 2020**

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held August 24th, 2020 at 903 E. Chestnut, Desloge, Missouri.

To promptly inform EMAA staff members and other interested persons of the results of meetings of the Governing Board for the Agency, brief summaries are posted on bulletin boards throughout EMAA, posted on the Agency's website under Board Highlights and are provided to local newspapers immediately following each meeting.

The dinner began at approximately 6:15 p.m. and the Board was called to order at approximately 6:45 p.m. A quorum was present at the Board meeting. The following highlights of actions taken by the EMAA Board of Directors during this meeting.

Board Members Present: Jim Thompson, Linda Woods, Patrick Mullins,

Board Members Present via Teleconference: Denis Moore, Sonya Fulton, Chester Hayes, Lee Asher, Jim Scaggs, Tami White, Vicky Brewington, Daniel Wichmer

Board Members Absent: Lisa Reitzel, Julie Bova, Jockese Martin, Letitia Dixon, Kim Sawyer, David Sansegraw, Tina McMahan, Mike Sauer, Khala Young, Bernice Noble, Tammy Durbin

Staff Present: Keri McCrorey, Renee Killian, Cathy Poole, Debbie Myers, Denise Johnson, Nicolle Hahn, Greg Shinn Agency CPA

1. **Determination of Quorum:** A quorum was determined.
2. **Review of Agenda:** The Agenda was approved as amended.
3. **Review and Approval of Minutes** Denis Moore asked Board members to refer to the Board briefing book regarding the 7-27-20 Regular Meeting Minutes and the 7-27-20 Closed Session Meeting minutes. The motion to approve the minutes was presented. The motion carried.
4. **Executive Director Report:** Keri McCrorey provided a verbal overview of the written report in the Board briefing book.
5. **Information Items:**
 1. Agency Risk Assessment – Keri McCrorey informed the Board Members that this is a requirement by CSBG Organizational Standards. There were no substantial changes.
 2. Attorney Review comments on agency Bylaws – informational purposes only
 3. Strategic Plan Update – Cathy Poole presented an update on FY20 process

4. Department of Health & Human Services, Administration for Child & Families_ Grants: Head Start – All grants were received. This was for informational purposes only.
Supplement- COVID19 One Time Funding
Supplement – 2020 Summer Program
Supplement – COLA & Quality Improvement

6. Consent Calendar Items:

1. Proposed acceptance of the Revised LIHEAP Contract for the FY19/20 Program Year: (Weatherization) EMAA has been approved to receive an additional funds to the contract for the FY19/20 LIHEAP program from the Department of Natural Resources. The motion carried.

7. Action on Committee Reports: as follows:

A. Personnel / Equal Opportunity Committee:

1. Personnel Action Reports – July 2020 – reviewed as informational item only.
2. Proposed Seating of Low Income Sector Representatives Elected for Madison, St Francois and Washington Counties: The Executive Director recommends that the Board of Directors seat the winning candidates from Madison, St Francois and Washington Counties with their term beginning October 1, 2020. The motion carried.

B. Finance Committee:

1. Financial Reports for April, May and June 2020 – Reviewed for informational purposed only.
2. Cash Journal & One Card Statements for April and May 2020:
Informational purposes only
3. Travel Report for April and May 2020 – No travel during this time period_

C. Program Committee:

1. Proposed Strategies for EMAA’s 2021 Community Services Block Grant:
The Executive Director and the Community Services Director recommend that the Board of Directors approve the proposed strategies for the Community Services Block Grant for FY2021. Linda Woods made the motion to approve the CSBG for FY2021. The motion carried.
2. Proposed Approval to Apply for the Non-Profit Relief and Recovery Program:
The Executive Director and the Community Services Director recommend that the Board of Directors approve EMAA to apply for the Non-Profit Relief and Recovery Grant. The motion carried._

3. Proposed Approval for 2021 Head Start Continuation Grant:
The Executive Director and the Head Start Director recommends both the Policy Council and Board of Directors approve submission of the 2021 Head Start Continuation Grant. The motion carried.

4. Proposed Re-Opening Guidelines for the Head Start 2020-2021 :
The Executive Director and Head Start Director recommends the Head Start Policy Council and EMAA Board of Directors approve the proposed re-opening guidelines for the Head Start 2020-2021 program year as presented. The guidelines were written from guidance Provided by the Office of Head Start and local licensing and regulations. The motion carried.

7. Report by Board Liaison to Head Start/Early Head Start Policy Council:

8. Old Business:
 - A. Calendar of Future Board of Directors Decisions for 2020: reviewed for informational
 - B. Tentative Schedule of Future Board Meetings for 2020: reviewed for informational purposes only

9. New Business: There was no new business

12. Open Meeting – There was nothing to report.

13. Notice of Closed Session: No closed meeting was held.

14. Report from closed meeting:

15. Adjournment: The motion carried to adjourn. The meeting adjourned approximately 9:00 pm.

NOTE: A full copy of the Board of Directors meeting minutes are available upon request Monday through Thursday from 7:30 a.m. to 5 p.m. Contact Debbie Myers, Executive Secretary, at 573.431.5191 ext. 1142 or via e-mail at dmyers@eastmoaa.org