

HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY, INC.
BOARD OF DIRECTORS MEETING
MONDAY, JANUARY 28, 2019

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held January 28, 2019 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.

1. **Review of Agenda:** Approved with 2 addendums:
 - Under Personnel/ Equal Opportunity committee at the advice of the agency attorney that we delete item 3 proposed change to administrative leave policy.
 - Under Information Items, item D, on page 24, Head Start Continuation Grant should be Consent Calendar item E.
3. **Review and Approval of Minutes:** The Board reviewed and approved the 11-26-18 Board of Directors Regular Meeting Minutes.
4. **Executive Director Report:** Keri McCrorey provided a verbal overview of her written report in the Board briefing book.
5. **Information Items:** Members reviewed the following:
 - A. Weatherization Technical Monitoring findings & acceptance of Correction Action Plan
 - B. Weatherization Subgrant #G19-18-0013-03, #G19-17-0215-03, #G19-14-0258-4-03, and #G19-10-0363-8-03 Notice to Proceed
 - C. Note from Rev. Joel (Jes) Stafford
 - D. Item moved to Consent Calendar Items during the review of agenda.
 - E. Head Start Governance Screening
 - F. Head Start Enrollment – Screening – CACFP – Attendance November 2018
6. **Consent Calendar Items:**
 - A. **Proposed application for the Housing Home Repair Program (HeRO):** Motion by Bernice Noble apply for the HeRO program. Seconded by Tami White. The motion carried.
 - B. **Proposed acceptance of the Ameren Utilities Contract for the FY18/19 Program**
Year: Motion by Bernice Noble to accept the contract. Seconded by Vicky Brewington. The motion carried.
 - C. **Proposed acceptance of the Liberty Gas Contract for the FY18/19 Program**
Year: Use only for Iron County. Motion to accept by Bernice Noble. Seconded by Linda Woods. The motion carried.
 - D. **Proposed acceptance of the Laclede Gas Contract for the FY18/19 Program**

Year: Motion to accept the Laclede Gas contract by Bernice Noble. Seconded by Vicky Brewington. The motion carried.

- E. **Head Start Continuation Grant for 2019 year:** Motion to accept the continuation grant by Bernice Noble. Seconded by Tami White. The motion carried.

7. Action on Committee Reports: as follows

A. Personnel / Equal Opportunity Committee:

1. Personnel actions for November and December 2019: Report is for informational purposes only.
2. Proposed Seating of Public Sector representatives from Perry and Washington County: This item was pending the receipt of appointment letters. No letters were received prior to the meeting.
3. Proposed change to the Policy – administrative leave: Removed from agenda at the recommendation of the attorney.

B. Finance Committee:

1. Monthly Financial Statement: Members received a copy of the September 2018 Financial Statement upon their arrival for review prior to the meeting beginning. For informational purposes only.
2. Cash Journal & One Car Statements for October 3, 17,31 and November 14, 28, 2018: The report were reviewed as it was for informational purposes only.
3. Travel Report for October and November 2018: Report was for informational purposes only.

C. Program Committee:

Bernice Noble referred members to the Consent Items

10. Report by Tammy Durbin, Board Liaison to Head Start/Early Head Start Policy Council:

Renee Killian reported that the council received fiscal training and discussed the continuation grant. Additional discussion regarding the supplemental money for the extra hour, no official notification has been received at this time.

11. Old Business:

- B. Calendar of Future Board of Directors Decisions for 2018: Mr. Moore directed board members to note pages 95 to 98 regarding future Board action items.
- C. Tentative Schedule of Future Board Meetings for 2018: Mr. Moore directed Board member to page 99 of the board briefing book for the proposed schedule of future board meetings

12. New Business:

13. Open Meeting – Comments:

Keri and Bill Tucker shared with board some recurring issues the Public Housing Authority is having with MACO Management. One of the latest has resulted in MACO securing legal representation. We have been in touch with our attorney as well. MACO does manage some of the agency owned properties: this could put a strain on the relationship. We will keep the board apprised as this matter moves forward.

14. Notice of Closed Session:

15. Report from closed meeting:

16. Adjournment: The meeting adjourned approximately 7:25 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