

HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY, INC.
BOARD OF DIRECTORS MEETING
MONDAY, July 28th, 2025

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held July 28th, 2025 at 903 E. Chestnut, Desloge, Missouri and via zoom.

The dinner began at approximately 6:35 p.m. and the Board was called to order at approximately 7:00 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 as presented.
2. **Review and Approval of Minutes:** The Board reviewed and approved the June 23rd, 2025 Regular Meeting Minutes and the June 30th, 2025 Executive Committee Minutes. A motion and a second was heard to approve. The motion carried.
3. **Executive Director Report:** A verbal overview of the written report was provided from the Board briefing book.
4. **Information Items:** Members reviewed the following:
 - A. Head Start Enrollment – May 2025
 - B. Head Start Annual Report 2024
 - C. Head Start Family Outcomes Assessment
 - D. Head Start School Readiness-Child Outcomes Report
 - E. Head Start Program Information Report
5. **Consent Calendar Items:** there were no consent calendar items
6. **Action on Committee Reports:** as follows
 - A. **Personnel / Equal Opportunity Committee:**
 1. **Personnel Action Reports** – May and June 2025. Informational purposes only.
 2. **Proposed Approval of Accrual of ETO for Head Start Field Staff-** A motion to approve changing the Head Start accrual policy was made and a second was heard. The motion carried.
 3. **Proposed Approval for a New Position Description and Rating for the Community and Family Specialists-** A motion to approve the new position description and rating for the Community and Family Specialists was made and a second was heard. The motion carried.
 4. **Proposed Approval for a New Position Description and Rating for the Community Services and LIHEAP Program Manager-** A motion to approve the new position description and rating for the Community Services and LIHEAP Program Manager was made and a second was heard. The motion carried.

B. Finance Committee:

1. Travel Report – May and June 2025. This was for informational purposes only.
2. Agency Credit Card Statements – May and June 2025. Informational purposes only
3. Financial Reports – The May 31st, 2025 Financial Reports were reviewed. A motion to approve the Financial Statements from May 31st, 2025 was made and a second was heard. The motion carried.
4. Fraud Risk Monitoring Results – An updated was provided for the monitoring results. Informational purposes only.
5. Review and Approve the Agency 990 – The board reviewed the Agency 990. A motion to accept the agency 990 as presented was made and a second was heard. The motion carried.

C. Program Committee:

1. Resolution to Apply for & Participate in the State’s Economic Development Assistance Program – SEDAP – A motion to approve applying for SEDAP and the resolution was made and a second heard. The motion carried.

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

There were no meetings during this time. This was informational only

8. Old Business:

- A. Calendar of Future Board of Directors Decisions for 2025
- B. Schedule of Future Board Meetings for 2025

9. New Business: The agency received the Employee Retention Tax Credits that was applied for during COVID. An announcement was made that Great Mines Health Center is now open in Farmington

10. Open Meeting – Comments:

11. Notice of Closed Session:

The agenda of this meeting includes a possible vote to close part of this meeting pursuant to RSMo. 610.021. (3) provides that Boards may deal in closed meetings with matters that involve "legal actions, causes of action or litigation involving a public governmental body and any confidential or privileged communications between a public governmental body or its representatives and its attorneys..." or "leasing, purchase or sale of real estate by a public governmental body where public knowledge of the transaction might adversely affect the legal consideration therefore..." or "firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded..." A motion is needed to go into closed session. The purpose of the closed meeting is to be stated in the motion and recorded in the minutes.

a. Legal

12. Report from closed meeting:

13. Adjournment: The meeting adjourned approximately 8:30 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