

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

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held October 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:** The Agenda was approved.
2. **Review and Approval of Minutes:** The Board reviewed and approved the Executive Committee Meeting Minutes held on 9-11-19, the regular Board of Directors Meeting Minutes on 9-23-19 and the Closed Session Minutes held on 9-23-19.
3. **Executive Director Report:** Keri McCrorey provided a verbal overview of the rewritten report in the Board briefing book.
4. **Information Items:**
 - A. Head Start Enrollment –Screenings- CACFP-Attendance September 2019 – Informational purposes only.
 - B. Results of Customer Satisfaction Survey - Presented as informational purposes only
5. **Consent Calendar Items:**
 - A. **Proposed Application for the Housing Home Repair Program – (HPG)**
The housing Department is seeking approval to apply for this program to make major repairs to income eligible owner occupied homes in the agency's service area. The board approved the proposal.
6. **Action on Committee Reports:** as follows:
 - A. **Personnel / Equal Opportunity Committee:**
 1. **Proposed Approval of the Removal of Private Sector Board Member Representative from Perry County –** The Executive Director recommends the removal of the Private Sector Representative for Perry County. The board approved the proposal.

2. Proposed Approval to Accept the Private Sector Sponsoring Organization from Perry County – The Executive Director recommends that the Board of Directors approve the Legal Services of Southern Missouri as the sponsoring organization for the Private Sector seat for Perry County. The motion carried.
3. Proposed Seating of the Private Sector Representative from Perry County – The Executive Director recommends that the Board of Directors seat Daniel Wichmer from the Legal Services of Southern Missouri as the representative for the Private Sector seat for Perry County. The board approved the proposal.
4. Proposed Approval to Allow EMAA Management to Select the Health Insurance Plan for the 2020 year – The Executive Director and Human Resources recommend that the Board of Directors allow the management staff to select the health insurance coverage for FY2020. The board approved the proposal.
5. Personnel Action Reports – September 2019 – reviewed as informational item only.

B. Finance Committee:

1. Financial Reports for August 2019: The report was reviewed and was for informational purposes only.
2. Cash Journal & One Card Statements for August 2019: The report was reviewed and for informational purposes only.
3. Travel Report for August 2019: The report was reviewed and was for informational purposes only.

C. Program Committee:

1. Proposed Approval of Impasse Resolution – Head Start – The EMAA Head Start Director and Executive Director recommends the Policy Council and Board of Directors approve the proposed Impasse Resolution. The board approved the proposal.
2. Proposed Approval of Annual Community Needs Assessment Review- Head Start – The Head Start Director recommends the Head Start Policy Council approve the proposed Annual Community Needs Assessment Review. The board approved the proposal.

D. Fundraising Committee:

Julie Pfeifer provided an update to the Board of Directors with the progress of the events planning. She discussed the ticket sales, sponsorships and silent auction items.

10. **Report by Tammy Durbin, Board Liaison to Head Start/Early Head Start Policy Council:** Tammy Durbin informed the Board that they met on October 7th. They reviewed and approved several reports for July and August as well as the Enrollment Screenings and Attendance for August. They also approved the Impasse Resolution and Community Needs Assessment

Review. They also approved the policy and procedures for The Health and Safety Policies and several Fundraisers. They discussed and signed the Code of Conduct policy.

11. Old Business:

- A. Calendar of Future Board of Directors Decisions for 2019: Denis Moore directed board members to note pages 72 to 74 regarding future Board action items.
- B. Tentative Schedule of Future Board Meetings for 2019: Denis Moore directed Board member to page 75 of the board briefing book for the proposed schedule of future board meetings.

12. New Business:

- A. Community Support Unit Training – Presented by the CSBG Representatives to bring awareness to the Board of Directors of the importance of the Organizational Standards. EMAA met all 56 Standards or 100%.

13. Open Meeting - Comments:

Sarah Thurman has fulfilled her duties as the Head Start Liaison and Board Member. This meeting was her last. Renee Killian mentioned that Head Start had their first Focus Area One Review. Something new and was done via teleconference each day for a week. Renee said it went well, however the final report should be presented back within a month and it would be reported back to the Board of Directors when it is received.

14. Notice of Closed Session:

15. Report from closed meeting:

- 16. **Adjournment:** The motion carried to adjourn. The meeting adjourned approximately 8:15 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