

HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY, INC.
BOARD OF DIRECTORS MEETING
MONDAY, October 27th, 2025

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held October 27th, 2025 at 903 E. Chestnut, Desloge, Missouri and via zoom.

The dinner began at approximately 6:25 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 as presented.
2. **Review and Approval of Minutes:** The Board reviewed and approved the September 22nd, 2025 Regular Meeting 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 – Screenings- CACFP- Attendance
 - B. Customer Satisfaction Survey Results
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 - September 2025.** Informational purposes only.
 2. **Proposed Approval of Job Descriptions and Rating for Executive Assistant -** The Executive Director recommends the Board of Directors approve the Job Description and Ratings for the Executive Assistant as recommended by the Mark I job rating committee. The motion to approve the Job Description and Rating for Executive Assistant was made and a second was heard. The motion carried.
 3. **Proposed Approval of Job Descriptions and Rating for Finance Manager (Admin Department) -** The Executive Director recommends the Board of Directors approve the Job Description and Ratings for the Finance Manager as recommended by the Mark I job rating committee. The motion to approve the Job Description and Rating for Finance Manager was made and a second was heard. The motion carried.
 4. **Proposed Approval for a Calendar Adjustment-** The Executive Director and Leadership Staff Members propose for EMAA to be closed for a Winter Break on December 24, 2025 – January 1, 2025 (a correction was made to change the January date to 2026) and all compressed employees receive paid holiday time. The motion to approve the calendar adjustment was made and a second was heard. The motion carried.

B. Finance Committee:

1. Travel Report – September 2025. This was for informational purposes only.
2. Agency Credit Card Statements – September 2025. Informational purposes only
3. Financial Reports – The August 31st, 2025 Financial Reports were reviewed. A motion to approve the Financial Statements was made and a second was heard. The motion carried.

C. Program Committee:

There were no program items. See Consent Calendar Items.

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

Head Start Policy Council met and approved various reports. Reviewed Policies and Procedures and approved some fundraising ideas. Election of Officers will be held at the next meeting.

8. Old Business:

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

9. New Business: There would be information shared on the Uplift Facebook page. All agency zoom meeting with staff is this week and tax credits for businesses are still available.

10. Open Meeting – Comments: The Head Start Change of Scope still needs to be approved but they are functioning as if it has. If the shutdown should continue it may have an impact on Head Start. Their new fiscal year begins in January. Some Head Start offices across the nation have already closed due to the government shutdown. The first 2 weeks in June there will be a clinic at the Fredericktown School to benefit military and civilians to offer Health, Dental and Vision Care. Minimal cost but a huge benefit to the community. At this time there are no numbers for renewal of the agency insurance. The Uplift Overnight Shelter opens November 3rd.

11. Notice of Closed Session:

12. Report from closed meeting:

13. Adjournment: The meeting adjourned approximately 7:30 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