

Sullivan County Head Start, Inc.

Board of Directors Meeting

March 11, 2010

I. Call to order

Charles Davis called to order the regular meeting of the S.C.H.S. Board of Directors at 5:40 p.m.

II. Attendance

The following persons were present: Charles Davis, Gladys Walker, Meta Sorge, Della Rodriquez, Sylvia Diaz-Kohloa, Jean Van Lowe, Sharon Hornbeck, Bertha Williams, and Yvette McIntosh

III. Approval of minutes from last meeting

Minutes read. Motion made by Meta Sorge to accept minutes of January 14, 2010 meeting. 2nd by Jean Van Lowe Motion carried.

IV. Open issues

- a) Purchased 397 State Route 52 Woodbourne on 12/18/09
- b) 4 infant/toddler teachers hired. Need to hire 6 more infant/toddler teachers. Posted position at Sullivan, Orange and Ulster co. colleges and SUNY New Paltz.
- c) Classroom up and running at Waverly. Seeking more pregnant women.

V. Executive Directors Report

- a) Architects design share with the board members.
- b) Attended EHS training in NYC in February – emphasis was on serving children as soon as possible. Training was geared mostly to new grantees.
- c) Bertha will visit the EHS in Kingston to see pod classroom design.
- d) One-tiem request proposal done for new roof for Waverly and windows for Woodbourne Admin. Classroom. There was confusion about the date, time and it was submitted too late. Program specialist did not give us enough notice.
- e) Attended week long EHS orientation training in Maryland – learned we are doing a lot of things right. After this funding year, every five years you would have to re-compete for funding for Head Start.
- f) Program report was distributed.

Motion made by Gladys Walker to accept Executive Director report, 2nd by Sharon Hornbeck – Motion Carried.

VI. Financial Report

- a) Engagement letter from auditor with cost of \$9,200 to audit year ending 3/31/10 was received. Approval for accepting the same auditors for this year. Motion made by Gladys Walker, 2nd by Meta Sorge – Motion carried.
- b) Correspondence from pension plan – Amendment is needed to add on optional form of joint and survivor annuity benefit for purposes of distributions from the plan to comply with all applicable law and regulations. Motion made by Sharon Hornbeck, 2nd by Meta Sorge – Motion carried.
- c) Donation of \$1000 from Brian Ingber Foundation for blankets & cots for the children.
- d) Discussed alternative heating source :Therma Pump”
- e) Financials for Head Start and Early Head Start discussed at length.

Motion made by Gladys to accept Financial Report, 2nd by Sharon Hornbeck – Motion carried.

VII. New Business

- a) Fund raiser by the Policy Council – bake sale and spaghetti dinner.

VIII. Adjournment

Meta Sorge moved to adjourn meeting at 6:45 p.m. 2nd by Jean Van Lowe – Meeting adjourned at 6:45 p.m.

Minutes submitted by:

Sylvia Diaz-Kohloa