

Sullivan County Head Start, Inc.
Board of Directors Meeting
April 8, 2014

I. Call to Order

Charles Davis called the meeting to order at 12:20 pm

II. Attendance

The following persons were present: Charles Davis, Jean Van Lowe, Meta Sorge, Carl Silverstein, Yvette McIntosh, and Bertha Williams.

III. Approval of minutes from last meeting

The minutes of the March 11, 2014 regular Board meeting and the Joint Policy Council and Board meeting were reviewed. Carl Silverstein made a motion to accept the minutes as written, Jean Van Lowe Seconded. Motion Carried.

IV. Open Issues

a) **Website:**

We have not heard from Chloe regarding the website. Yvette will follow up with her before our next meeting.

b) **Bylaws Review:**

Updated By-Laws were submitted for review. Corrections were noted. Carl Silverstein moved that the Bylaws submitted April 8, 2014 be approved as amended. Executive Director is to print and mail corrected Bylaws prior to our next meeting. The motion was second by Jean Van Lowe. Motion carried.

c) **Elections:**

Carl Silverstein moved to elect current offices to serve until January of 2015. Second by Jean Van Lowe. Motion carried.

V. Executive Director's Report:

- a) A letter was sent to Judge Meddaugh asking for a meeting to discuss the Children's Center needs.
- b) Discussion around the Children's Center receiving donations to be discussed in more detail at our next board meeting.
- c) The Program Report was distributed and reviewed.

Carl Silverstein made a motion to accept the Executive Director's report. Second by Jean Van Lowe. Motion carried.

VI. Financial Report:

Yvette McIntosh reported that March 31 is the Fiscal year-end and we are in a better position than we were a year ago. We will be wrapping up the Fiscal year and expect all expenses to be recorded by the end of May.

All computers will be replaced because Windows XP is no longer supported and the computers are too old to be upgraded to Windows 7.

VII. New Business

No new business to discuss.

VIII. Adjournment

Carl Silverstein made a motion to adjourn. Meta Sorge second the motion. Meeting adjourned at 1:40 pm.

Minutes submitted by _____
Meta Sorge