

Sullivan County Head Start, Inc.
Board of Directors Meeting
July 9, 2014

I. Call to Order

Donna Willi called the meeting to order at 12:18 pm

II. Attendance

The following Board members were present: Jean Van Lowe, Cara Kowalski, Donna Willi and Steve Kurlander. Charles Davis arrived at 12:25. The following staff members: Yvette McIntosh and Bertha Williams were present.

III. Approval of minutes from last meeting

- Steve Kurlander moved that the minutes of June 10, 2014 be accepted as written. Second by Jean Van Lowe. Motion Carried.

IV.

Open Issues

a) **Website:**

- The website is still in progress.

b) **Hurricane Sandy Grant:**

- Received all of the money except for the abatement project.
- Roof work began the week of July 7, 2014

V. Executive Director's Report:

Early Head Start Classroom

- A discussion regarding moving the Early Head Start classroom to the rear building during the renovation took place. Bertha will send an email to OCFS Licensing to advise of the move per the Board recommendation.

Steve Kurlander moved to accept Executive Directors Report. Jean Van Lowe Second the Motion. Motion Carried.

VI. Budget Report

The Head Start and Early Head Start Budgets for the period July, 2014 – March, 2015 was discussed. Suggestions were made concerning having committee structures in place as per by-laws.

Motion was made by Steve Kurlander and seconded by Jean Van Lowe to accept the prorated budget for July, 2014 – March, 2015 in the amount of:

	<u>Head Start</u>	<u>Early Head Start</u>
Program Operations	1,420,773	695,395
T&TA	19,657	18,436
In Kind	<u>360,108</u>	<u>178,457</u>
	1,800,538	892,288
 TOTAL		 <u>2,692,826</u>

VII. Financial Report

The Financial Report was presented by Yvette McIntosh. The Audit results are still pending.

Donna Willi made a Motion to accept the report as written and Jean Van Lowe Second the Motion. Motion Carried.

VIII. New Business

Steve Kurlander suggested a review of contracted services in 2014 to be sure that we are getting the best service at the best cost.

Donna Willi discussed the Sullivan County transportation planning process. Requested Head Start complete the survey as a transportation provider as well as the parents to complete the community survey. Donna will pick up the surveys.

IX. Adjournment

Steve Kurlander made a motion to adjourn. Jean Van Lowe second the motion. Meeting adjourned at 1:20 pm.

Minutes submitted by _____
Donna Willi