

Sullivan County Head Start, Inc.
Board of Directors Meeting
February 24, 2015

I. Call to Order

Charles Davis called the Sullivan County Head Start, Inc. meeting to order at 12:20 pm.

II. Attendance

The following Board members were present: Meta Sorge, Cara Kowalski, Gladys Walker, Rebecca LeClair, Marie Smith, and Charles Davis. Guest: Anne Knack. In addition staff members present were: Yvette McIntosh and Bertha Williams were present.

III. Open Issues

A discussion took place on substantiated & unsubstantiated allegations from OCFS and the steps needed to be taken to answer the substantiated charges, especially around child/staff ratio. (Additional staff to be hired)

The following policies needed to be put in place:

- (1) Social Media Policy
- (2) Meal Period & Break Policy
- (3) Attendance & Punctuality Statement (Tardiness)

Rebecca LeClair moved to accept and put into place the three policies. Marie Smith Second the motion. Motion carried. Unanimously approved.

IV. Contract with County

The resolution to enter into contract with the County of Sullivan for the year 2015 in the amount of \$31,396 was motioned by Meta Sorge and Second by Marie Smith. Motion carried.

Unanimously approved

V. Potential New Board Member

Ms. Anne Knack, a retired High School Special Education teacher has shown an interest in becoming a Board Member. She was questioned about her relationship to Auditor Donald Knack, she is not immediately related to him.

Gladys Walker made a motion to accept Ann Knack as a new Board Member. Meta Sorge Second the Motion. Motion Carried.

Anne Knack is now a Board Member.

VI. Election of Officers

Currently Seated:

Charles Davis	Chairperson
Meta Sorge	Vice Chairperson
Gladys Walker	Secretary
Anthony Perito	Treasurer

Meta Sorge made a motion to keep all current officers in their positions. Anne Knack Second the Motion. Motion carried.

VII. Executive Director's Report:

Executive Director's Report was handed out and discussed.

Gladys Walker made a motion to accept the Executive Directors Report. Meta Sorge Second the Motion. Motion carried.

VIII. Financial Report

Yvette distributed and explained the financial report in detail. We discussed looking for funds to purchase a bus. Expect to pay bills with no problems.

Meta Sorge made a motion to accept the financial report. Anne Knack Second the Motion. Motion carried.

Meta Sorge moved to adjourn the meeting at 1:15 pm

Minutes submitted by _____
Gladys Walker