

Sullivan County Head Start, Inc.
Board of Directors Meeting
May 12, 2015

I. Call to Order

Charles Davis called the Sullivan County Head Start, Inc. meeting to order at 12:15 pm.

II. Attendance

The following Board members were present: Meta Sorge, Anne Knack, Cara Kowalski, Jesse Hinton and Charles Davis. At 12:20 Marie Smith and Jean VanLowe arrived. In addition staff members present were: Yvette McIntosh.

III. Approval of minutes

Minutes of the April 14th, 2015 meeting were read. Anne Knack made a motion to approve the minutes as written. Jesse Hinton Second the Motion. Motion Carried.

IV. Open Issues

A teacher grievance has not reached the Board yet. OCFS investigated and the Regional Office sent a complaint as well to which the Executive Director, Mrs. Williams, responded. We have not heard back from either one.

V. Executive Director's Report:

Monthly report handed out.

Program Report:

- Volunteer and parent hours are included now in the In-Kind hours.

Anne Knack made a motion to accept the Executive Directors report. Jesse Hinton Second the Motion. Motion Carried.

VI. Financial Report

Yvette distributed and explained the April 2015 financial report in detail.

- Sandy Grant financial review took place on May 4-5, 2015. All of the required paperwork and backup was found to be in excellent order.
- A \$1,000 grant from the Sullivan Renaissance project will be used at Waverly to create a garden in collaboration with the 50th Anniversary of Head Start which was announced in the Rose Garden of the White House fifty years ago. A discussion regarding the dedication of the garden took place.
- A letter of resignation from Kuli Kask was received.
- Board reviewed the credit card expenses as well as the CACFP monthly reimbursement.

Jesse Hinton made a motion to approve the financial report. Jean VanLowe Second the Motion. Motion Carried.

Meta Sorge moved to adjourn the meeting at 1:15 pm Marie Smith Second the Motion. Motion Carried.

Minutes taken by _____
Meta Sorge

Submitted by _____
Secretary