

**Sullivan County Head Start, Inc.**  
**Board of Directors Meeting**  
**June 9, 2015**

**I. Call to Order**

Charles Davis called the Sullivan County Head Start, Inc. meeting to order at 12:30 pm.

**II. Attendance**

The following Board members were present: Meta Sorge, Anne Knack, Jean Van Lowe, Gladys Walker and Charles Davis. In addition staff members present were: Bertha G. Williams.

**III. Approval of minutes**

Minutes of the May 12<sup>th</sup>, 2015 meeting were read. It was noted that section IV. Open Issues should read “and the Executive Director,

Mrs. Williams responded.

Anne Knack made a motion to approve the minutes as amended above. Jean VanLowe Second the Motion. Motion Carried.

**IV. Open Issues**

A grievance was heard by teacher Jean Zager. (see attached)

OCFS has clear every issue except for two recent complaints. The executive Director, Mrs. Williams will respond.

- update concerns with classroom staff and other staff concerns.

**V. Executive Director’s Report:**

Monthly report handed out.

Review previous board discussion on In-Kind hours. This report (and others to follow, will include “Parent & Community volunteer hours.

Meta Sorge made a motion to accept the Executive Directors report. Jean VanLowe Second the Motion. Motion Carried.

**VI. Financial Report**

The memo regarding Summer Recess Benefits was handed out and looked over. It was revised 5/2015. It is to be added to the Personnel Policy as an addition,

The Financial Report was handed out and reviewed.

Gladys Walker moved to accept the Summer Recess Benefits summary as well as the Financial Report. Meta Sorge Second the Motion. Motion carried.

As there was no new business, Meta Sorge moved to adjourn the meeting at 2:20 pm  
Jean VanLowe Second the Motion. Motion Carried.

Minutes taken by \_\_\_\_\_  
Gladys Walker

Submitted by \_\_\_\_\_  
Secretary