

Sullivan County Head Start, Inc.

Board of Directors Meeting

February 2012

I. Call to order

Charles Davis called to order the meeting of the S.C.H.S. Board of Directors at 12:20 p.m.

II. Attendance

The following persons were present: Charles Davis, Donna Willi, Meta Sorge, Arlene Lambert, Jean Van Lowe, Jesse Hinton, Gladys Walker, Bertha Williams, and Yvette McIntosh.

III. Approval of minutes from last meeting

Motion made by Donna Willi to approve 01/12/12 minutes, 2nd by Meta Sorge. ***Motion Carried***

IV. Open Issues

- a) MOU's – Bertha met with the Superintendent of Monticello, Mr. Teplesky – Donna Willi will meet with Liberty District.
- b) Possible collaboration with BOCES for a grant to acquire computers.
- c) We are going ahead with the security system for the Woodbourne centers. All doors will be locked and everyone will have to be buzzed in.
- d) Waverly parking lot to be discussed next meeting.

V. Executive Director's Report

- a) Grant application was submitted 12/16 via the GABI on-line and attachments were not included. It was sent back so we could include attachments and was sent back with all attachments on 12/22.

Amin Islam, Fiscal Specialist Regional Office called to speak with Bertha about grant – he was put on speaker phone with Bertha, Yvette and Brenda. The conversation ended with him hanging up the phone angry and during the conversation he was very unprofessional. We were advised to write a letter of complaint explaining what happened. See attached letter.

- b) Dental follow up with children needs some special effort – Bertha will be speaking with Family Assistants to see what can be done.
- c) The attendance for the month of January fell below 85% for HS & EHS this is due to weather and sickness.

Motion to accept Executive Director's report made by Gladys Walker 2nd by Meta Sorge ***Motion Carried***

VI. Financial Report

- a) Financial Report handed out and discussed.
- b) Children's Center at Family Court is running itself. Bertha visits once a week. We are looking to expand days open to 4 possibly 5 just until the end of the grant year. Next grant year is pending.
- c) Early Head Start program is tight – we will most likely go over in some areas – but we can move funds from other areas. Most overage is in building maintenance.

Motion to accept Financial Report made by Meta Sorge 2nd by Jean Van Lowe *Motion Carried*

VII. New Business

None

VIII. Adjournment

Meeting adjourned at 1:10 p.m.

Minutes submitted by Donna Willi _____