

Sullivan County Head Start, Inc.

Board of Directors Meeting

September 13, 2012

I. Call to order

Charles Davis called to order the meeting of the S.C.H.S. Board of Directors at 12:05 p.m.

II. Attendance

The following persons were present: Charles Davis, Meta Sorge, Jean Van Lowe, Carl Silverstein, Gladys Walker, Donna Willi, Anthony Perito, Bertha Williams, Yvette McIntosh.

III. Approval of minutes from last meeting

- a) Motion made by Carl Silverstein to approve minutes from 7/31/12 meeting, 2nd by Meta Sorge.
Motion carried

IV. Open Issues

- a) Waverly Avenue floor in kitchen needs to be painted to get DOH inspection approval – need this report to submit for license renewal.
- b) Website – we will be looking into getting website up and running.
- c) Risk Management Meeting will be held via conference call on 10/17/12 11:00 a.m. in Woodbourne. Board is invited to join management team for call.
- d) Risk of major cuts to Head Start in January – our program could possibly have to cut enrollement.

V. Executive Director's Report

- a) Long range goals and Program Improvement plan handed out. Motion made by Gladys Walker to accept Long Range Goals and Program Improvement Plan 2nd by Meta Sorge. Board will be updated at meetings on progress with goals and plan.
- b) Still waiting report from on-site review.

VI. Financial Report

Yvette presented the financial report. Motion made by Carl Silverstein to accept financial reports 2nd by Gladys Walker. *Motion Carried*

- a) Still waiting UPK response. County contract also pending.

VII. New Business

- a) None

Adjournment

Meeting adjourned at 1:10 p.m.

Minutes submitted by _____