

Sullivan County Head Start, Inc.

Board of Directors Meeting

November 18, 2010

I. Call to order

Charles Davis called to order the regular meeting of the S.C.H.S. Board of Directors at 5:30 p.m.

II. Attendance

The following persons were present: Charles Davis, Della Rodriguez, Sharon Hornbeck, Kulli Kask, Karen Cooke, Meta Sorge, Gladys Walker, Jean Van Lowe, Bertha Williams and Yvette McIntosh – Guests – Donna Willi and Arlene Lambert

III. Approval of minutes from last meeting

Minutes read. Motion made by Sharon Hornbeck to accept minutes of October 14, 2010 meeting. 2nd by Kulli Kask- Motion carried.

New members voted in – Donna Willi and Arlene Lambert

IV. Open issues

- a) Waverly Avenue roof replacement cost estimate \$100,000 being done by D+BMA Contracting. The trusses must be replaced. Irace Architecture drew up plans. Plans were presented to the Board members. The work needs to be done as soon as possible before the winter.
- b) Riverside center completed and servicing all children as of 11/15/10.
- c) Discussion on needs of the program – community assessment is done and will be given to each member.

V. Executive Directors Report

- a) Program report was distributed and discussed. We are on target with reaching our goals
- b) Received telephone call from Program Specialist – she along with others will be coming to assess the expansion program the week of December 6, 2010.

Motion to accept Executive Director's report made by Sharon Hornbeck, 2nd by Jean Van Lowe – Motion carried.

VI. Financial Report

- a) Head Start and Early Head Start budgets for upcoming year 4/1/11- 3/31/12 were presented. These proposed budgets were made up by staff, board and policy council members. Gladys moved to accept Head Start and Early Head Start budgets as proposed with the required in-kind

<u>Head Start</u>		<u>Early Head Start</u>
Operating	\$2,027,68	476,316
Training	26,635	11,908
In-kind	513,563	122,056

Karen Cooke 2nd motion – Motion carried.

Motion to accept the budgets presented made by Kulli Kask 2nd by – Motion carried.

- b) Review of Budget report for October for both Head Start and Early Head Start and Expansion. Motion made by Sharon Hornbeck to accept budget report 2nd by Karen Cooke.

VII. **New Business**

VIII. **Adjournment**

Meeting Adjourned at 6:50 p.m.

Minutes submitted by:

Meta Sorge