

Sullivan County Head Start, Inc.

Board of Directors Meeting

March 11, 2014

I. Call to order

Charles Davis called the meeting to order at 12:50 p.m.

II. Attendance

The following persons were present: Charles Davis, Jean Van Lowe, Donna Willi, Steve Kurlander, Esq., Carl Silverstein, Meta Sorge, Bertha Williams, and Yvette McIntosh.

III. Approval of minutes from last meeting

The minutes of the January 9, 2014 Board meeting were reviewed and a correction was made to subject IV Open Issues to reflect the cost of the website as \$1,500.00, a motion was made by Donna Willi to accept the minutes with the above mentioned correction, Meta Sorge, Second the motion. All approved, Motion Carried.

IV. Open Issues

- a) **Website**: Pending
- b) **Bylaws Review**: Executive Director, Bertha Williams will meet again with the committee to prepare for April Board meeting.
- c) **Elections**: Meta Sorge made a motion that the elections be postponed until the By-Laws are amended and approved by the Board. Jean Van Lowe, Second the motion. All approved, Motion Carried.

V. Executive Director's Report

- a) The monthly report is in process of being revised and was not available. Report will be ready for the April 8th Board meeting.
- b) No word as yet as to Re-Competition Grant Award.

VI. Financial Report

Yvette McIntosh presented the following:

- (1) The April - June extension budget has been tentatively approved by OHS.
- (2) Vacant staff positions are not being filled to conserve funds.
- (3) We will be vouchering Fallsburg and Monticello school districts for UPK funded.
- (4) February 2014 statements were reviewed.

Carl Silverstein made a motion to accept the Financial Reports. Jean Van Lowe Second the Motion. All approved, Motion Carried.

VII. New Business

- a) Early Head Start childcare partnership – new collaboration grant coming out. Donna and Bertha will meet to discuss.
- b) Credit Card & CACFP documents reviewed.
- c) Discussion on changing the Board meeting dates to the second Tuesday of the month beginning in April. Carl Silverstein made a motion to change the date of the Board meeting, to Tuesdays instead of Thursdays. Donna Willi, Second the Motion. All approved, Motion Carried.

VIII. Adjournment

Meta Sorge made a motion to adjourn meeting at 1:40 p.m., Jean Van Lowe Second the Motion. Motion Carried, meeting adjourned.

Minutes submitted by _____

Donna Willi