

Sullivan County Head Start, Inc.
Board of Directors Special Meeting
August 5, 2014

I. Call to Order

Charles Davis called the meeting to order at 12:10 pm

II. Attendance

The following Board members were present:

Regina McKinney Snead, Gladys Walker, Meta Sorge, Kulli Kask, Anthony Perito, Donna Willi and Charles Davis. The following staff members: Yvette McIntosh and Bertha Williams were present.

III.

Open Issues

a) **Audit:**

- Knack, Pavloff & Company, LLP performed on audit ending 3/31/2014
- No material weaknesses were found per Elizabeth Loarca, CPA
- Board must remain involved, review documentation before signing & approving
- Reviewed “Summary of Auditor’s” results – no significant deficiencies and no instances of non-compliances.
- The financial picture improved since 2013...2014 showed improvement
- It was a clean audit

A motion was made by Gladys Walker to accept the audit report for period ending 3/31/2014. Kulli Kask Second the Motion. Motion carried.

b) **Form 990 (4/1/13 – 3/31/2014)**

- Gladys Walker suggested the following change be made on page 1, Part I Summary to read “Early Childhood Development” instead of “Operate Day Care Centers”.
- Regina McKenny Snead asked about the deficit – Bertha explained that the roof had to be replaced in the Monticello location, funds were not allocated for that and the sequestration money that was lost was \$160,000 as well as the high cost of diesel and oil caused Head Start to overspend. The Sequestration funds are expected to be returned.

Meta Sorge motioned to approve the 990 with the recommended changes. Donna Willi Second the Motion. Motion carried.

IV. Grant Announcement:

- A grant is available for expansion money for Early Head Start to collaborate with childcare and daycare centers in Sullivan County. It requires a five year commitment.
- A discussion around Head Start and the Child Care Council applying for the grant took place. Donna Willi, seated on the Sullivan County Head Start Board, raised the question of conflict of interest. No resolution. It was noted that Sullivan County Head Start is the existing Grantee for the Early Head Start Program in Sullivan County and therefore would like to apply to expand its center based services and collaborate with childcare and daycare centers in the area.

Gladys Walker motioned to apply for the Early Head Start Expansion and Child Care Partnership Grant. Anthony Perito Second the Motion. Motion carried.
Donna Willi and Regina McKenny Snead abstained from voting.

V. Adjournment

Meta Sorge made a motion to adjourn. Donna Willi Second the Motion. Meeting adjourned at 1:45 pm.

Minutes submitted by _____
Gladys Walker