

NORTHWEST MICHIGAN COMMUNITY ACTION AGENCY, INC.
Board of Directors Annual Meeting – October 19, 2017

PRESENT:

Rev. Gerald Cook
Nic Piechotte
Art Jeannot
Tom Kelley
Tonya Schroka
George Lasater
Larry Levengood
Betsy White
Les Atchison
Lindsey Walker
Mary Klein
Debbie Bishop
Tony Ansorge
Carolyn Rentenbach
Pam Niebrzydowski
Grace Ronkaitis
Jeff Miller
Marc Milburn
Tom Olmsted
Judy Nichols

ABSENT:

Louis Fantini (E)
Brenda DeKuiper
Yvonne Donohoe (E)
Carol Smith (E)
Pam Stephan
Jennifer Smith
Tom Olmsted
Gillian Gines (E)

Following an all Board luncheon, the meeting was called to order at 12:31 P.M. by Chairperson Rev. Gerald Cook. Following the Pledge of Allegiance, roll call was taken and a quorum established.

AGENDA

Jerry Cook Requested approval for the meeting Agenda.

Motion by Marc Milburn, supported by Larry Levengood, that the meeting agenda be approved as presented. Motion carried.

MINUTES OF PREVIOUS MEETING

The minutes of the September 21, 2017 meeting of the Board of Directors were presented for Board action.

Motion by Pam Niebrzydowski, supported by Lindsey Walker, that the minutes of the September 21, 2017 Board of Directors meeting be approved as presented. Motion carried.

MEMBERSHIP ANNOUNCEMENTS

None.

PUBLIC INPUT

None.

POLICY COUNCIL REPORT

The October 12, 2017 Policy Council meeting report was presented by Tonya Schroka.

Motion by Mary Klein, supported by Peachy Rentenbach, that Policy Council report be accepted as presented. Motion carried.

EXECUTIVE DIRECTORS REPORT

John Stephenson, Executive Director presented the Financial Reports and Annual Operations Plan and Report Summary for September 2017, bank credit card statements for September 2017, and the status of Agency Program Operations.

Motion by Judy Nichols, supported by Jeff Miller, that the Executive Director's report be approved as presented. Motion carried.

BUSINESS

GOVERNANCE COMMITTEE REPORT

Peachy Rentenbach, Governance Committee Chairperson, reported that the Governance Committee met after the September 19, 2017 Board of Directors meetings and prepared the Slate of Officers which includes:

Rev. Gerald Cook	Chairperson
Peachy Rentenbach	Vice-chairperson
Jeff Miller	Treasurer
Mary Klein	Secretary
Lou Fantini	Northern Sector
Brenda DeKuiper	Central Sector
Tom Olmsted	Southern Sector

Nominations from the floor were closed with no additional names added to the slate.

Motion by Pam Niebrzydowski, supported by Tony Ansorge that the unanimous Slate of Officers ballot be cast as presented. Motion carried.

The Governance Committee also recommends a revision to the NMCAA By-Laws that will allow for electronic meeting participation by Board members who would otherwise not be able to attend a meeting.

Motion by Pam Niebrzydowski, supported by Marc Milburn that the By-Laws revision to allow for electronic meeting participation be adopted as presented.

The Governance Committee recommends the approval of the Proposed Electronic Meeting Participation Policy.

Motion by Grace Ronkaitis, supported by Tonya Schroka, that the Electronic Meeting Participation Policy be implemented as presented. Motion carried.

PRESENTATION OF THE 2018 NMCAA BUDGET

Dan Dewey, Controller presented the FY 2018 NMCCA agency wide budget.

Motion by Art Jeannot, supported by Judy Nichols, that the FY 2017 NMCAA agency wide budget be accepted as presented. Motion carried.

403(b) PLAN UPDATE AND RESOLUTION

Dan Dewey explained 403(b) plan and the Resolution which will allow for changes to be made to the current plan. These changes will allow for additional options in employee investment selections with better cost percentages for those choices.

Motion by Art Jeannot, supported by Peachy Rentenbach that the 403(b) Plan Resolution be accepted as presented. Motion carried.

NMCAA BOARD OF DIRECTORS SELF-ASSESSMENT 2017

Jerry Cook, announced that the remainder of the Board of Directors Annual Meeting would be used to complete the NMCAA Board of Directors Self-Assessment. The Self-Assessment was completed by Board members either on line or by paper copies. John Stephenson was available to clarify any questions on the Self-Assessment. Once completed and responses tabulated, the Self-Assessment will provide direction for areas of training for the Board.

OTHER BUSINESS

BCAEO Org Standards Review 100% compliance

Expected to hear from Office of Head Start on monitoring dates, received word this week no 2018 monitoring visits scheduled for NMCAA

Hagerty Non Profit Partner Application submitted

Community Health Innovation Region moving into year 2

Longtime friend and Head Start employee Phyllis Hess passed away

New website "Tech Suite" installed; staff trained this week

Pledge cards to be sent with minutes of this meeting

BOARD COMMENTS

None.

NMCAA Board of Directors Meeting

October 19, 2017

Page 4

There being no further business to come before the Board, the meeting was adjourned at 2:00 P.M.

Next meeting will be: Thursday November 16, 2017, 12:30 PM

Respectfully Submitted

Respectfully Submitted

Mary Klein, Secretary

Betsy Rees, Recording Secretary