

NORTHWEST MICHIGAN COMMUNITY ACTION AGENCY, INC.
Board of Directors Annual Meeting – October 18, 2018

PRESENT:

Ed Boettcher
Art Jeannot
Tom Kelley
Tonya Schroka
George Lasater
Larry Levengood
Rev. Gerald Cook
Mary Klein
Patty Cox
Debbie Bishop
Tony Ansorge
Carol Smith
Carolyn Rentenbach
Pam Niebrzydowski
Jeff Miller
Ralph Stephan
Judy Nichols
Tom Olmsted
Gillian Gines

ABSENT:

Jonathon Scheel
Louis Fantini (E)
Lindsey Walker (E)
Brenda DeKuiper
Yvonne Donohoe
Grace Ronkaitis (E)
Marc Milburn (E)
Jennifer Smith

Following an all Board luncheon, the meeting was called to order at 12:35 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 Art Jeannot, supported by Pam Niebrzydowski, that the meeting agenda be approved as revised. Motion carried.

MINUTES OF PREVIOUS MEETING

The minutes of the September 20, 2018 meeting of the Board of Directors were presented for Board action.

Motion by Tony Ansorge, supported by Judy Nichols, that the minutes of the September 20, 2018 Board of Directors meeting be approved as revised. Motion carried.

MEMBERSHIP ANNOUNCEMENTS

Jerry Cook welcomed Crystal Abramczyk to the Board as the new Antrim County Consumer representative.

Motion by Jeff Miller, supported by Tonya Schroka, that Crystal Abramczyk be accepted as the new Antrim County Consumers Representative. Motion carried.

PUBLIC INPUT

None.

POLICY COUNCIL REPORT

The October 11, 2018 Policy Council meeting report was submitted by Tonya Schroka.

Motion by Peachy Rentenbach, supported by Tonya Schroka, that the Policy Council report be accepted as presented. Motion carried.

EXECUTIVE DIRECTORS REPORT

Kerry Baughman, Executive Director, presented the Financial Reports and Annual Operations Plan and Report Summary for September 2018, bank credit card statements for September 2018, and the status of Agency Program Operations.

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

BUSINESS

NMCAA ORGANIZATON-WIDE BUDGET FY 2019

Dan Dewey, Controller, presented the 2019 NMCAA agency wide budget. This is a requirement of CSBG Organizational Standard 8.9: *The governing board annually approves an organization-wide budget.*

Motion by Art Jeannot, supported by Jeff Miller, that the 2019 NMCAA agency wide budget be accepted as presented. Motion carried.

ANNUAL REPORT – REVIEW AND HIGHLIGHTS

Kerry Baughman reviewed the FY 2017 Annual Report and discussed highlights for the past fiscal year. Special Guests were introduced to share their personal stories and experiences as participants in programming or staff members. Volunteer, Doug Leary, provided an overview of NMCAA sponsored Neighborhood Meetings that have occurred monthly for the last nine years and provide neighbors with networking opportunities and knowledge about local service providers.

Guest included:

Brandy Keeney – Head Start Policy Council Treasurer

Carol Cenci – NMCAA Budget / Housing Coach

Mark Hamacher – NMCAA CSFP / TEFAP Manager

Doug Leary – NMCAA Volunteer, Neighborhood Meetings

FIFTH THIRD DEPOSIT ACCOUNT RESOLUTION

The Fifth Third Deposit Account Resolution was presented to the Board. This resolution authorizes Executive Director, Kerry Baughman, and Treasurer, Jeff Miller, as authorized signers for agency accounts at Fifth Third Bank.

Motion by Tony Ansoerge, supported by Jeff Miller, that the Fifth Third Deposit Account Resolution be accepted as presented. Motion carried.

MSHDA Resolution- HOME Grant

Kerry Baughman presented the Michigan State Housing Development Authority (MSHDA) Resolution for Board approval. The resolution allows the agency to receive funds awarded to NMCAA through the HOME Grant #: M-2017-107 in the amount of \$176,000.

Motion by Tom Kelley, supported by Tonya Schroka, that the MSDA Resolution HOME Grant for \$176,000 be accepted as presented. Motion carried.

CSBG-D GRANT APPROVAL

Karen Emerson, Financial Management Services Manager, presented the CSBG-D Grant for 2018 – 2019 for a total of \$50,000. The grant is an opportunity for purposeful intake/integration of Community Services Programs into Early Head Start, Head Start and Meals on Wheels Programming.

Motion by Jeff Miller, supported by Tony Ansoerge Nichols that the CSBG-D Grant for 2018-2019 be accepted as presented. Motion carried.

NMCAA ANNUAL BOARD GIVING CAMPAIGN FOR FY 2019

Jerry Cook announced that the FY 2019 annual Board Giving Campaign is now underway. A giving card is included in today's packet. We want to be able to tell others that we have 100% Board participation in our annual giving. It is not the size of the gift that matters. A pledge from every Board member would be much appreciated.

OTHER BUSINESS

- Head Start Focus Area 2 Review week of October 15th
- Weatherization Update: There are no wait lists to receive an application packet in Antrim, Benzie, Charlevoix, Leelanau, and Missaukee counties
- Adam Traviss, one of our outstanding case managers in the Cadillac office, was honored by Central Wellness of Manistee as an outstanding community partner working to end homelessness in Northern Michigan
- Eight staff (3 from FMS, 1 Housing, 4 Early Head Start) attended the MI Bridges Navigator training to learn how to use the system to help clients sign up for benefits and to connect and track their applications as a Navigator user

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- Safety & Emergency Preparedness Plan Committee re-draft is complete. Will submit to the Board for review in November

BOARD COMMENTS

None.

There being no further business to come before the Board, the meeting was adjourned at 2:23 P.M.

Next meeting will be: Thursday November 15, 2018, 12:30 PM

Respectfully Submitted

Mary Klein, Secretary

Betsy Rees, Recording Secretary