

Mid-Columbia Children's Council, Inc.

Board Meeting

Location: 1100 E. Marina Way, Suite 215

Hood River, OR 97031

March 1, 2018

Board Members: Warren Anderson (PC Chair) Tracy Olmstead
Becca Sanders Bud Lacey

Absent: Tad Connors Kim Granville Taylor
Joella Dethman

Guests: Paul Runyon Amy Phelps-Oakley
Freddy Gonzalez Lucretia Brown
Doreen Hotchkiss

Minutes Taken By: Kathy Martin

Bud Lacey, MCCC called meeting to order

Action: 5:31 p.m. meeting called to order, quorum established.

Introductions of members and community check in

Item: Additions and Deletions to Agenda

Discussion: Add Old Business: Recruitment committee
Add New Business: OPK Duration, 401k Trustee

Action: Warren Anderson moved to approve the agenda as amended. Becca Sanders seconded it. Motion was approved unanimously.

Item: Minutes – February 1, 2018

Discussion: Minutes presented.

Action: Warren Anderson moved to approve the February 1, 2018 minutes as presented. Becca Sanders seconded it. Motion was approved unanimously.

Item: Guest Speaker –

Discussion: N/A

Item: Human Resources Hiring & Personnel Report

Discussion: Hiring and personnel reports were presented.

Action: Warren Anderson moved to accept the hiring and personnel report as presented. Becca Sanders seconded it. Motion was approved unanimously.

Item: Treasurer's Report: December Financial & January Preliminary Reports

Discussion: Overview of December and January preliminary financial reports by Warren Anderson.

- Finance Committee reviewed and recommends approval of the December financial reports & January preliminary reports as presented.

Action: Warren Anderson moved to approve the December 2017 & January 2018 preliminary financial reports as presented. Tracy Olmstead seconded it. Motion was approved unanimously.

Item:	Credit Card and In-Kind
Discussion:	Finance Committee reviewed and recommends approval of the January 2018 credit card, in-kind reports as presented.
Action:	Warren Anderson moved to approve January 2018 credit card and in-kind reports as presented. Tracy Olmstead seconded it. Motion was approved unanimously.
Item:	November 2017 Providence Bill
Discussion:	Request to pay Providence invoice of \$572.00 dated November 2017 from corporate funds.
Action:	Warren Anderson moved to approve the payment of the November Providence invoice in the amount of \$572.00 from corporate funds. Tracy Olmstead seconded it. Motion was approved unanimously.
Item:	Last Audit Corrections
Discussion:	Region X requested response to previous FY 15-16 audit. We are recommending a debit to this year's funding.
Item:	Old Business: Fund Raising & Recruitment Committees
Discussion:	<p>Fund Raising: No report.</p> <p>Recruitment: created committee consisting of Bud, Tad, Joella and Paul.</p> <ul style="list-style-type: none"> • Minimum of eight 8, we are currently down to six • Need finance background • What other types of expertise would benefit the Board and MCCC • Board development, retention, developing as a group
Item:	Data Reform
Discussion:	Doreen and Becca feels that we can launch the new data matrix next month. Drop box account has been established, Freddy to create user account for each Board and Senior management team. Create Board invite for meetings.
Item:	New Business: OPK Duration
Discussion:	Approval to have Paul complete and submit OPK Duration grant. Official application available March 19th with due date of April 2 nd .
Action:	Becca Sanders moved to approve Paul to complete and submit the OPK Duration grant as presented. Warren Anderson seconded it. Motion was approved unanimously.
Item:	401k Trustee
Discussion:	<p>Recommendation for addition and removal of 401k trustees:</p> <p>Current 401k trustees: Paul Runyon and Doreen Hotchkiss</p> <p>Additions: Lucretia Brown and Amy Phelps-Oakley</p> <p>Removal: Marilyn Butler</p>
Action:	Becca Sanders moved to approve the addition of Lucretia and Amy and the removal of Marilyn Butler as trustees. Warren Anderson seconded it. Motion was approved unanimously.
Item:	Director's Report

Discussion:	Paul presented reports. <ul style="list-style-type: none"> • United Way application submitted, scheduled for presentation on March 9 at 9:30 a.m. • ECEAP Expansion application submitted for review, announcement will be made March 30th. • Tygh Valley – finalizing renovation and moving cost to present to Board • Carson site – notified that we are losing lease of facility
Action:	Becca Sanders moved to accept the Director’s report as presented. Warren Anderson seconded it. Motion was approved unanimously.
Item:	Correspondence
Discussion:	Notification from Oregon CACFP-review scheduled for March 7-9; United Way application submitted.
Item:	Adjourn Meeting
Action:	Becca Sanders moved to adjourn the meeting at 6:17 p.m. Tracy Olmstead seconded the motion. Motion passed unanimously.

Next meeting: April 5, 2018