

Mid-Columbia Children's Council, Inc.

Board Meeting

Location: 1100 E. Marina Way, Suite 215

Hood River, OR 97031

Date January 5, 2023

Board Members: Elke Geiger
Tad Connors
Cheryl Park
Shannon O'Brien
Kim Granville Taylor
Barbara Young
Daniel Blevins

Absent: Maria Diaz

Staff & Guests: Freddy Gonzalez
Collice Martens
Heather Odden
Ronda Hull
Julia García-Ramírez
Karen Porter
Kerry Jo Osbourn

Minutes Taken By: Julia Garcia Ramirez

Item:	Call to Order/Community Meeting
Discussion:	Elke Geiger called the meeting to order at 5:32 pm. Quorum established
Item:	Approval of Agenda
Discussion:	Reviewed Agenda for January 5, 2023
Action:	Cheryl moved to approve agenda, Barb seconded, motion passed unanimously
Item:	12.01.2022 Board Meeting Minutes
Discussion:	Elke asked board members if they had any questions regarding the minutes from 12.1.22. No questions.
Action:	Kim moved to approve the minutes. Tad seconded; motion passed unanimously
Item:	Selection Criteria Policy
Discussion:	Karen Porter shared selection criteria policy. Board members asked questions about eligibility through public assistance and prioritization; and options for over income families.
Action:	Kim moved to approve the selection criteria. Cheryl seconded; motion passed unanimously.
Item:	Sub Committee Report
Discussion:	The committee is reviewing the leadership positions. The subcommittee is looking for input and feedback as they move on with the executive search. Cheryl expressed the urgency to fill the Human Resources Director role. Board is willing to find someone within the agency and promote someone to this position; would be MCCC's best interest; coaching would have to be provided.
Item:	New Business
	Action Items:
Discussion:	October Financials Barb shared highlights of finance committee from today. September's financials were reviewed, done. Working on November's. Barb discussed with Freddy that it's time to pull in another person to support closing the fiscal year on time. They have 140 journal entries that don't have appropriate back up and there is still a lot to do. Conversation with funders have happened regarding what would funders want to require or ask MCCC for regarding funds -would funders ask for funds back? Collice is working on getting a timeline for all financials to get back on track. Cheryl asked what their major concerns are and what should the Board focus on? Barb said time and staff available to complete financial reports and clean up. Freddy and Collice are concerned about reconciliation and cleanup of financials. Barb emphasized the urgency for clean up as they need to prepare for Audit. Cheryl asked, what would the Audit be reviewing

	that the Board should know about as they prepare for it? Collice is working on all financial issues that were not happening and getting those cleaned and done. Barb suggested that the finance committee should get finance reports more frequently than quarterly. Barb asked that the board approves the Financial Report as it is today and review/restate them later as needed when the year closes.
Action	Cheryl moved to approve the September and October Financial Reports subject to possible restatement later as needed when the year closes. Tad seconded; motion passed unanimously
Discussion	October Credit card Report Cheryl asked for the process for credit card approvals. Has it changed from previous leadership? Freddy clarified the process is still the same just different approvers
Action	Tad moved to approve the credit card report. Cheryl seconded; motion passed unanimously
Discussion	Personnel Report Cheryl asked why people are leaving our agency (Iris B). Ronda spoke about a staff member of hers that left due to higher pay job and Kim talked about her knowledge of this staff member who express not having mental health support or behavioral support. Cheryl expressed the need to have an HR person that is on top of these things and has data to inform the board. Kim stated that HR process is taking longer for onboard staff even before the school year started.
Action	Kim moved to approve the personnel report. Cheryl seconded; motion passed unanimously
Discussion	Recommendation to add new staff. It was mentioned that Barb made a request to consider adding new staff to Fiscal. No further discussion.
Item:	Discussion Items
Discussion:	Board meeting schedule. Changed the Board meeting day to the 1 st Tuesday of the month.
Discussion:	Executive Search. Do we have a search firm to find for our executive director? Freddy has resources through Region X, but no firm has been hired. Cheryl asked if we hire a firm especially for HR Director. Tad asked that we take advantage of Region X support as it has not cost the agency.
Discussion:	Website leadership page. Freddy shared changes made on the website. Board members asked questions about community relations and interactions Freddy is having with the community. It will be important.
Item:	Old Business
Discussion:	September Financials, September Credit card Report, and 11.03.2022 Board Meeting Minutes.
Action:	Kim moved to approve the 11.3.2022 board meeting minutes. Tad seconded; motion passed unanimously
Item:	Informational
Discussion:	Correspondence Director report. Freddy presented Admin status for finance and Human Resources, and program status regarding our funders HS/EHS, ECEAP and Early ECEAP. Kim asked to explore collaboration with other agencies to share training opportunities. Tad asked about training dollars and expenditure of training dollars. Kim and Cheryl asked to explore the use of social media for advertisement
Item:	Open Agenda
Discussion:	Kim asked: What is the COVID policy update for parents and volunteers? Parents can come into the classroom, no COVID restrictions. Cheryl asked: Whose responsibility is to maintain knowledge and recommended practices for ECE programs? Elie Dirks. Kerry Jo asked about the employment application process; her concern is about people's accessibility to internet and computer to apply for our program. Freddy talked about the security concerns they had with open online applications. They will look into paper forms.

Kim asked to add positive sharing at the Board meetings. It will be implemented starting at the next meeting.
Ronda shared a success story. Eleven children received glasses through our support and services.

Item:	Adjourn Meeting
-------	------------------------

Action:	Tad moved to adjourn the meeting at 6:59 p.m. Kim seconded; motion passed unanimously.
---------	--

Next meeting: February 2, 2023, at 5:30 pm