

Mid-Columbia Children's Council, Inc.

Board Meeting Minutes

Location: 1100 E. Marina Way, Suite 104, Hood River, OR 97031

September 5, 2023

Board Members: Elke Geiger Maria Diaz
Shannon O'Brien Shawna Pruitt (Policy Council Chair)
Cheryl Park Barb Young

Absent Daniel Blevins Kim Granville Taylor

Staff & Guests: Freddy Gonzalez Collice Martens
Joe Schmier Julia Garcia Ramirez
Karen Porter

Minutes by: Noelle Hanson

I. Call to Order

Discussion: Elke called meeting to order at 5:31 p.m., quorum established.

II. Approval of Agenda

Discussion: Reviewed Agenda

Action: Barb moved to approve the September 5, 2023; Agenda as presented
Seconded by Cheryl.
Motion approved unanimously.

III. Introductions

Discussion: Introductions of Board, staff, and any attending guests

IV. Updates and Public Comments

Discussion: Board Chair, Tad Connors resigned for personal reasons. Elke, Cheryl, and Barb's terms have ended. They are all resigning. Next board meeting will need an interim chair and vote members into board positions. Cheryl and Elke have offered to assist finding an attorney and treasurer for our board.

V. Consent Items

a. Meeting Minutes for 08.01.2023 | August 1, 2023

Discussion: Reviewed minutes

Action Barb moved to approve Meeting Minutes for August 1, 2023, as presented.
Shawna seconded motion.
Motion approved unanimously.

VI. Directors Report / Informational

a. Director's Report	
Discussion	<ol style="list-style-type: none"> 1. Audit Update: Finance audit is not complete because they are sampling double due to last year's issues. Some issues of last year were quality of assistance and length of time given for audit. Currently, auditor is pleased with the audit. Funders are aware of the delay. 2. May Street: Confusion from previous leadership led to the principal having us move from May Street Elementary. Bill, interim superintendent, and Freddy have met to re-open classes at May St. next year. Currently, they are working on creating a lease for next year. 3. Grant Renewals: Grant renewals are upcoming. Due to OPK delay and contract changing, grant renewal information was delayed but near completion. 4. Funding Increase: No confirmed information on funding increase.
VII.	Old Business
	a. Organizational Chart Retraction
Discussion:	<p>Our new Human Resources Director will revise the organizational chart and present it for approval.</p> <p>Anticipating completion by next Board meeting</p>
Action:	n/a
VIII.	New Business – Action Items:
	a. Financials – June 2023
Discussion:	n/a
Action:	<p>Maria moved to approve the June Financials as presented.</p> <p>Shawna seconded motion.</p> <p>Motion approved unanimously.</p>
b. Credit Card Report – June 2023	
Discussion:	n/a
Action:	<p>Shannon moved to approve June Credit Card Report as presented.</p> <p>Maria seconded.</p> <p>Motion approved unanimously.</p>
c. Personnel Report – August 2023	
Discussion:	<p>Reviewed Personnel Report</p> <p>Discussed recruiting options not currently being used such as:</p> <ul style="list-style-type: none"> • Talking to parents in elementary, middle, and high school to recruit them and provide career building information. • High school and college recruiting • Community partnering adding hiring information in schools and informational message boards. Ronda has been working with CGCC and in the future will be working developing toward and in the Portland area • Utilizing WorkSource is anticipated once we have additional HR staff onboarded (pending background check)

- Utilize Goodwill employment services

Action: Cheryl moved to approve the Personnel Report as presented.
Shannon seconded.
Motion approved unanimously.

d. Infant / Toddlers School Readiness Goals 2023-2024

Discussion: Goals which are part of our 5-year grant. Our goals are built within Teaching Strategies and each category has specific objectives

Action: Will review and vote via email

e. Preschool Readiness Goals 2023-2024

Discussion: Same criteria as the Infant / Toddlers Goals but different criteria and objectives

Action: Will review and vote via email

f. MCCC 5-year Project Goals 2020-2025

Discussion: Narrative format required to submit to Region X. All the same information narrating objectives and including tables. The only change is the replacing OPK to PSP classroom.

Action: Kim moved to approve the Change of Scope 2023 Request Narrative as presented.
Shawna seconded.
Motion approved unanimously.

g. Final Self-Assessment 2023

Discussion: Discussed assessment and how assessment is reviewed quarterly, which follows our goals.

Action: Barb moved to approve the Final Self-Assessment 2023 as presented.
Cheryl seconded.
Motion approved unanimously.

h. MCCC HS-EHS Continuation Grant Narrative 2023-2024 DRAFT

Discussion: No questions

Action: Shannon moved to approve MCCC HS-EHS Continuation Grant Narrative 2023-2024 DRAFT as presented.
Maria seconded.
Motion approved unanimously.

i. MCCC Annual Report 2022-2023

Discussion: Deferred until audit results are added

Action: n/a

j. Program Improvement Plan 2023-2024

Discussion: n/a

Action: Shannon moved to approve the Program Improvement Plan 2023-2024 as presented.
Barb seconded.

Motion approved unanimously.

k. 2023-2024 EHS Budget 08.31.2023

Discussion: Budget includes COLA & QI.

Action: Shawna moved to approve the 2023-2024 EHS Budget 08.31.2023, as presented.
Maria seconded.
Motion approved unanimously.

l. 2023-2024 HS Budget 08.31.2023

Discussion: None

Action: Shawna moved to approve the 2023-2024 HS Budget 08.31.2023 as presented.
Maria seconded.
Motion approved unanimously.

m. HS-EHS Training Plan Budget 2023-2024 DRAFT

Discussion: Discussed. Funders require specific training topics. Majority of training is required and Red Kite is part of our Leadership training plan.

Action: Barb moved to approve the HS-EHS Training Plan Budget 2023-2024 Draft as presented.
Maria seconded.
Motion approved unanimously.

Discussion Items

a. May Street Location

Discussion: Previously discussed.

Action: n/a

X. Adjourn

Meeting adjourned at 6:53 pm.

Next meeting at: October 3, 2023

<https://us06web.zoom.us/j/83805442068?pwd=mnVZoR0TGenaYE0rYNo7fIBb3Jxl8G.1>