



## BOARD of DIRECTORS MEETING MINUTES

July 1, 2025

via Zoom

Board Members: Kaelene Sanders, PC Chair Kim Granville, Secretary  
Daniel Blevins, Treasurer Rich Polkinghorn, Chair  
Shawna Pruitt, Vice Chair Vicky Waterbury

Absent Members: Jennifer Bomberger Chelsea Ruder

Staff & Guests: Freddy Gonzalez, Executive Director Ronda Hull, Assoc. Executive Director  
Noelle Hanson, staff Representing attorney:  
Jennifer Bouman-Steagall

Minutes by: Noelle Hanson

I.	Call to Order
Discussion:	Rich called the meeting to order at 5:40 pm, with quorum established.
II.	Agenda
Discussion:	Reviewed Agenda
Action:	Shawna motioned to approve July 1, 2025; Agenda as presented. Seconded by Kim. Motion approved unanimously.
III.	Introductions
Action:	n/a
IV.	Updates and Public Comments
Action:	none
IV.	Director's Report / Informational
Discussion:	a. Director's Report – June 2025 Report reviewed by Freddy. b. Personnel Report – June 2025 Report reviewed by Freddy. Board would like clarification of the word “terminated” by adding a column indicating voluntary or involuntary. c. Informational Items

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VI.	Consent Items <ul style="list-style-type: none"><li>a. Meeting Minutes – June 3, 2025</li><li>b. Financials – March 2025</li><li>c. Credit Card Report – March 2025</li></ul>
Discussion:	<ul style="list-style-type: none"><li>• Correction to June 3, 2025, Meeting Minutes to revise the minutes to indicate Shawna motioned to excuse the Board into Executive Session and that Rich needed to excuse himself during the meeting which Shawna ran the remaining time. Noelle will review the meeting audio for specific times.</li><li>• The Board will also do a roll call vote of Consent and Action Items.</li></ul>
Action:	Vicky motioned to approve the Consent Items with notes to amend the Minutes to indicate Shawna made a motion to move the Board into Executive Session and that Rich left the board meeting at 7pm. Seconded by Kim. Motion approved unanimously.
VII.	Old Business <ul style="list-style-type: none"><li>a. n/a</li></ul>
Discussion:	
Action:	
VIII.	New Business – Action Items <ul style="list-style-type: none"><li>a. 2025-2030 5-Year Goals – Program Improvement Plan</li></ul>
Action:	Ronda reviewed 2025-2030 5-Year Goals – Program Improvement Plan and goals. This is a baseline document and is fluid, which is regularly revised as we work toward our goals. This document will align with the agency's self-assessment goals.
Discussion:	Kim motioned to approve 2025-2030 5-Year Goals – Program Improvement Plan as presented. Seconded by Dan. Motion approved unanimously.
VIII.	New Business – Action Items <ul style="list-style-type: none"><li>b. 2025 Community Assessment</li></ul>
Discussion:	Ronda reviewed the document and Freddy clarified that the assessment looked at 2024 data for future planning, similar to financial auditing.
Action:	Shawna motioned to approve 2025 Community Assessment as presented. Seconded by Vicky. Motion approved unanimously.
VIII.	New Business – Action Items <ul style="list-style-type: none"><li>c. 2025 HS Program Self-Assessment</li></ul>

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Discussion:	Ronda presented this document containing the same information as ECEAP which was already approved. The only difference is this one is for Head Start.
Action:	Shawna motioned to approve 2025 HS Program Self-Assessment as presented. Seconded by Kim. Motion approved unanimously.
Discussion Items	
1. Pre-Service Training – August 11- at 8:00 am – Petersburg site	
Discussion:	<ul style="list-style-type: none"><li>Noelle will send out Pre-Service training agenda.</li><li>Dr. Amy King will be presenting on Monday, August 11 at 8:00 am. At the Petersburg site 3855 15 Mile Road The Dalles, OR 97058</li></ul>
IX.	Adjourn
Action:	Vicky moved to Adjourn this Board Meeting at 8:26pm. Seconded by Shawna. Motion approved unanimously.