



BOARD of DIRECTORS MEETING MINUTES

November 4, 2025
via Zoom

Board Members: Shawna Pruitt, Vice Chair Daniel Blevins, Treasurer
 Vicky Waterbury Jennifer Bomberger

Absent Members: Rich Polkinghorn, Chair Chelsea Ruder

Staff & Guests: Freddy Gonzalez, Executive Director Ronda Hull, Assoc. Executive Director
 Noelle Hanson, staff Joe Schmier, HR Director

Minutes by: Noelle Hanson

I. Call to Order

Discussion: Dan called the meeting to order at 5:55 pm, with quorum established.

II. Agenda

Discussion: Reviewed Agenda

Action: Jenifer motioned to adopt November 4, 2025; Agenda as presented.
 Seconded by Vicky.
 Motion approved unanimously.

III. Introductions

Action: n/a

IV. Updates and Public Comments

Action: Shawna Pruitt has been voted in as the Policy Council Chair.

V. Director's Report / Informational

Discussion:

- a. Director's Report
 - Today is a tie for the longest government shutdown and SNAP benefits have ceased for eligible families. Dan would like to thank MCCC for supporting children and families during these times of food insecurities for our families. MCCC is planning for hungrier children and families joining at mealtimes.
- b. Personnel Report – October 2025
- c. Informational Items
 - Reviewed documents in different format in lieu of the monthly Dashboard.

VI. Consent Items

- a. Meeting Minutes – October 7, 2025
- b. Financials – August 2025

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c. Credit Card Report – August 2025

Discussion: • n/a

Action: Jennifer motioned to approve the Consent Items as presented.
Seconded by Vicky.
Motion approved unanimously.

VII. Old Business a. n/a

Discussion: n/a

Action: n/a

VIII. New Business – Action Items a. HR - Time Keeping and Attendance Policy

Discussion: Reviewed changes. If there are any questions, please reach out to Joe, Freddy, or Noelle.

Action: Shawna motioned to approve the HR - Time Keeping and Attendance Policy as presented.
Seconded by Vicky .
Motion approved unanimously.

VIII. b. Voting for Board Seats

Discussion:

- Shawna would like to step down from the Vice-Chair position.
- Dan would like to remain Treasurer.
- Jennifer volunteered for the Vice-Chair position.
- Secretary position remains available. Freddy will reach out to Chelsea to check on willingness to take the Secretary position for the Board.
- Rich has offered to remain Board Chair if uncontested.

Action: Shawna motioned to approve Jennifer Bomberger as Vice-Chair.
Seconded by Vicky.
Motion approved unanimously.

VIII. Discussion Items 1. Site Incidents

Discussion:

- Mid-Valley had an incident at the end of the year last year which the Board is aware of. This is from when the child decided they wanted to give their grandmother a hug and went back out the front door, into the parking lot. This

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incident was self-reported. Because they entered the parking lot, it was determined we needed to complete a Corrective Action Plan. This has now been completed, and Ronda reviewed the Corrected Action Plan with the board. Shawna is planning to attend the third-party review. Noelle will send out an invitation to the board if they would like to attend.

- Goldendale had an incident where a medication pill was found on the floor. This is the fourth incident within the past 10 months. The pill was found, a staff member admitted losing the pill, video surveillance confirmed the pill was dropped unnoticed. The staff member was terminated.
- Petersburg had a child break a window and upon reviewing the camera footage, we observed a staff member's behavior with which we were uncomfortable. We felt the staff member was not following our child guidance policies nor our expectations and was terminated.
- We continuously support our staff and when situations happened such as these, the decisions were not made lightly. Please feel confident there was not any other option.
- Thinking of out of the box options for Petersburg due to the generous size of the facility and poor staffing. Considering possibility of developing outdoor school to aid in recruiting teaching staff.

IX. Open Agenda

- Board members have reviewed the Board By-Laws. No comments were made to update the document. The Board By-Laws will remain with no updates.

X. Adjourn

Vicky moved to adjourn the Board Meeting.
Action: Seconded by Shawna.
The Board Meeting was adjourned at 6:33pm.
