# First Start Partnerships for Children and Families

**Board of Directors Meeting**

**September 18, 2019**

**4:30 pm**

**Members in Attendance:** Ann Spotswood, Carolyn Clouser, Casey Bogner, Bob Thomas, Gladys Leon, Ryan Fritz , Joanne Cochran, Paul Sick, Jennifer Hawbecker, Ryan Elbel, Linda Thomas-Worthy

**Members Not in Attendance:** Yonnie Slimmer, Alice Elia

**Staff in Attendance:** Jessica Kreigline, Annette Searfoss, Kim Holtry, Jessica Hatch, Melisa Ostrowski

1. **Call Meeting to Order:** Gladys Leon called the meeting to order at 4:30 pm.

1. **President’s Message:** Gladys talked about the upcoming fundraiser, full board support is needed and all suggestions are welcome.

1. **Old Business**
   1. August Minutes: Carolyn Clouser made a motion to approve the August meeting minutes. Dr. Joanne Cochran seconds and the motion passes unanimously.
   2. August Financial Reports & Credit Card Expenditures: Ryan Elbel stated that the liability insurance was high but when the buses are sold that will be refunded. Gladys stated that the financials were much easier to read. Jennifer Hawbecker made a motion to approve the August financials. Ryan Fritz seconds, and the motion passes unanimously.
   3. Nominations: Tod Kline, Superintendent for WASD will submit an application to be a member of the board.
   4. Selection of an auditor: This item was added to the agenda (Dr. Joanne Cochran made a motion to approve the addition, Dr. Paul Sick seconds, and the motion passes unanimously.
      1. New Auditor:Smith, Elliot and Kerns; Dr. Joanne Cochran made a motion to approve, Dr. Paul Sick seconds, and the motion passes unanimously.
2. **New Business**
   1. Program Information Report (Head Start & Early Head Start): Annette Searfoss reviewed the information from the PIR in a powerpoint presentation.
   2. Program Review Instrument (Pre-K Counts): Jessica Hatch review the PRI information in a powerpoint presentation.
   3. Self-Assessment & Program Improvement Plan: Board is invited to participate/serve as chairs on the Self-Assessment committee. The meeting is October 18, 2019 at the Coyle Free Library Conservatory from 1pm-4pm. Annette will send information out and guiding questions to help with conversations.
3. **Committee Reports**
   1. Finance/Human Resources Committee: Ryan Elbel reported that the committee reviewed the budget; nothing else to report; no concerns.
   2. By-Laws, Nominations & Governance Committee: Bob Thomas stated that Tod Kline intends to apply for Board seat. The committee is also reviewing board training and assessments. The Board Retreat will be held March 18, 2020. The board my need to fill a position of Treasurer of the organization; more information to come.
4. **Adjournment:** Gladys adjourned the meeting at 6:05 pm.

**Next meeting:** Wednesday, October 16, 2019