

**EOAC EXECUTIVE COMMITTEE  
BOARD OF DIRECTORS MEETING  
WEDNESDAY, SEPTEMBER 28, 2020  
REMOTE  
5:30 P.M.**

**MEMBERS PRESENT**

**Ben Perry – In Person  
Elizabeth Nelson – Remote  
Susan Copeland - Remote  
Gary Luft - Remote**

**STAFF MEMBERS PRESENT**

**Dorothy Marstaller  
Heather Shelton-Faulk**

**MEMBERS ABSENT**

**Judith Benton**

**The meeting was called to order by Vice Present Susan Copeland at 5:39 p.m.**

**ESTABLISH QUORUM**

**A quorum was established.**

**ORDER OF AGENDA**

**The agenda remained the same.**

**MISSION STATEMENT**

**The Mission Statement was read by Ben Perry.**

**PUBLIC COMMENTS**

**A member of the public commented that she could like CEAP help, however, she felt like there were too many document requirements, and she had concerns about the CEAP process. Dorothy gave the client her information, so the client could call to discuss.**

**Approve Nominating Committee Member**

**Dorothy discussed the need for one member for the nominating committee. The committee currently consists of Ben Perry, Susan Copeland, Dr. Howard Childs, and one more nominee was needed from Group B. Judith Benton nominated herself for the nominating committee on 9/16/2020, and the item is brought to the full board for their vote and approval. All in favor. Motion carries unanimously.**

**Appoint New Board Member**

Dorothy presented the next item, with the resignation of Stephanie Abright, the EOAC has an opening on the Board of Directors for an Early Childhood Education specialist. Ben Perry put forth the name of a potential board member, Betsey Gilcrest, who currently works for Waco ISD as their Special Education Director. There will be a vote for the public through 10/9/2020. All in favor, motion carries unanimously.

**Approve Board Treasurer Nomination**

Dorothy presented the next item, on 9/16/2020 Gary Luft put forth his name as a nomination for treasurer for the EOAC Governing Board. Gary was approved by the nominating committee. All in favor, motion carries unanimously.

**Approve Board Parliamentarian Nomination**

Dorothy presented the next item, on 9/16/2020 Judith Benton put forth her name as a nomination for Parliamentarian for the EOAC Governing Board. Judith was approved by the nominating committee. All in favor, motion carries unanimously.

**Appoint EOAC Executive Committee Members**

Item number 7 was pulled with no action taken. Ben Perry, board president, will visit with Charles Eaton to discuss his interest in joining the EOAC executive committee.

**Approve Audit Committee Members**

Dorothy presented the next item. On 9/16/2020 Gary Luft put forth his name as a nomination for the Audit for the EOAC Governing Board. Gary was approved by the nominating committee. All in favor, motion carries unanimously.

**Approve Audit Committee Members**

Dorothy presented the next item. On 9/16/2020 Dytrun Thirkill put forth his name as a nomination for the Audit for the EOAC Governing Board. Dytrun was approved by the nominating committee. All in favor, motion carries unanimously.

**Review and Approve Head Start Calendar – October 2020**

Susan Wilson presented the updated Head Start/Early Head Start calendar for the month of October 2020. The calendar had been adjusted to resume normal operations for days and hours. The calendar would begin 10/1/2020. Ben reminded the board we are approving the calendar monthly, due to COVID-19. All in favor, motion carries unanimously.

**Approve ED Mart Contract Negotiation**

Dorothy Marstaller, Executive Director, spoke with Carolyn Potts, the relator for the Mart Head Start Center building. The realtor wanted to discuss the cost of various fees involved with purchasing the Mart building, including closing costs, survey fees and assessor fees. Dorothy requested permission from the EOAC Governing Board to negotiate the contract, and the fees, up to the asking price of \$55,000. All in favor, motion carries unanimously.

**CACFP – Governing Body Awareness – Member Signatures**

Pulled with no action.

**Executive Director Evaluation Feedback**

Board members has no concerns. Dorothy requested they review her responses as they had time. Report only.

**Executive Director Report**

Dorothy reports that we had to close Johnette Hicks due to a case of COVID-19 at the center. Deep cleaning and sanitizing was scheduled. Thurman E. Dorsey had two cases of COVID-19, and would remain open, due to the size of the site, and that the spread was low, after conducting contact tracing. Dorothy informed the board that signature cards were coming their way. Dorothy also informed the board that Madison Shaw had resigned her position; Amber Snider would be the replacement and would start with EOAC shortly.

**Executive Session**

The Executive Session is a standard agenda item and will appear on all governing board agendas. The Executive Committee did not enter executive session on 9/28/2020.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:15 p.m.

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Board Chair

Date