

**BOARD OF DIRECTORS MEETING**

**TUESDAY, MARCH 2, 2021**

***REMOTE & IN-PERSON***

**5:30 P.M.**

**MEMBERS PRESENT STAFF MEMBERS PRESENT**

Ben Perry *– In Person* Dorothy Marstaller *– In Person*

Dr. Howard Childs *– Remote* Heather Shelton-Faulk *– In Person*

Susan Copeland *– In Person* Cassie Bianchi *– In Person*

Betsy Gilchrist *– Remote* Brenda Sanchez *– In Person*

Gary Luft *– In Person* Robert Kunze *– In Person*

Billie Myers *– Remote* Kanisha Johnson *– In Person*

Dytrun Thirkill *– Remote* Nancy Cross *– In Person*

Renee Turner *– Remote* Amber Snider *– In Person*

Terronga Weaver *– In Person*  Susan Wilson –  *Remote*

**MEMBERS ABSENT**

Judith Benton

Dr. Cassy Burleson

Carolyn Cotton

Charles Eaton

Steve Hernandez

Elizabeth Nelson

The meeting was called to order by President Ben Perry at 5:34 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**

No public comment

**CONSENT AGENDA**

The Consent Agenda is presented with the following items:

* Executive Committee Meeting Minutes – January 25, 2021
* Board Meeting Minutes – January 25, 2021
* Financial Report – January 2021
* Head Start Director’s Report
* Head Start – Mitchell Building Lease Agreement
* Memorandum of Understating – McLennan Community College *(Organizational Standard 2.1)*
* Finance Clerk Job Description

*Ben Perry asked if anyone would like to pull anything for further consideration or questions. No requests to do so. The Executive Committee recommends approval of the above Consent Agenda Items, all in favor, motion carries unanimously.*

**COMMUNITY SERVICE PROGRAM MONTHLY REPORT – JANUARY 2021**

***(ORGANIZATIONAL STANDARD 2.3 AND 5.9)***

Kanisha Johnson presented the

*The Executive Committee recommends approval of the Community Service Monthly Report for January 2021, all in favor, motion carries unanimously.*

**WEATHERIZATION DIRECTORS REPORT**

Robert Kunze, Weatherization Director presented the Weatherization Report.

*The Executive Committee recommends approval of the Weatherization Directors Report, all in favor, motion carries unanimously.*

**EMPLOYEE HANDBOOK – LEAVE POLICY UPDATE**

Heather Faulk discussed the current leave policy in the employee handbook and suggested adding the clause, “Employees must exhaust all paid leave valances before taking any leave without pay”.

*The Executive Committee recommends approval of the Employee Handbook – Leave Policy Update, all in favor, motion carries unanimously.*

**APPROVAL OF BOARD MEMBER TO PERSONNEL COMMITTEE**

Dorothy Marstaller discussed adding Terronga Weaver as a representative on the personnel committee.

*The Executive Committee recommends approval of Terronga Weaver, Head Start Policy Council Representative to the Governing Board Personnel Committee, all in favor, motion carries unanimously.*

**BOARD MEMBER TRAINING HOURS AND REQUIREMENTS**

Dorothy Marstaller discussed the current board member training hours and requirements. Ms. Marstaller stated that we have five board members that have reached their anniversary date and are now required to obtain 6 hours of training. Ms. Marstaller stated that Terronga Weaver is new to the board and is required to obtain 12 hours of training. Ms. Marstaller is currently working with Stephanie Kucera at Region 12 to provide the board members with three different training dates to obtain their required training. Report only.

**RECOGNITION OF BOARD MEMBERS SERVICE**

The following Board Member was recognized for their years of service on the EOAC Board of Directors:

* Charles Eaton – 1 Year

The above recognized Board Member had an anniversary in February. Information only.

**EXECUTIVE DIRECTOR UPDATE**

Report only.

**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 March 2, 2021.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 5:51 p.m.

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 ***Board Chair Date***