

**EXECUTIVE COMMITTEE MEETING
WEDNESDAY, SEPTEMBER 28, 2020
REMOTE
3:00 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 President Ben Perry at 4:02 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

There were none.

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.

Elizabeth Nelson makes the motion to approve Judith Benton as the Group B representative to the nominating committee. Gary Luft seconds the motion. 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. Elizabeth Nelson makes the motion to approve the nomination of Betsey Gilchrist. Gary Luft Seconds the motion. 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. Elizabeth Nelson makes the motion to approve the nomination of Gary Luft. Susan Copeland seconds the motion. 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. Elizabeth Nelson makes the motion to approve the nomination of Judith Benton. Gary Luft seconds the motion. 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. Elizabeth Nelson makes the motion to approve the nomination of Gary Luft. Susan Copeland seconds the motion. 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. Elizabeth Nelson makes the motion to approve the nomination of Dytrun Thirkill. Susan Copeland seconds the motion. 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. Elizabeth Nelson makes the motion to accept the Head Start/Early Head Start calendar for October 2020. Gary Luft seconds the motion. 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. Elizabeth Nelson makes the motion to give the Executive Director the permission to negotiate the fees and closing costs up to \$55,000. Susan Copeland seconds the motion. 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 4:37 p.m.

Board Chair

Date