



Board of Directors Meeting (Virtual)

Monday, September 12, 2022, 9:00am

AGENDA

1. Roll Call Kim Manney
2. FYE 2022 Financial Statements (draft) Dave Gabel (EFPR)
3. Minutes (08/01/2022)* Jeff Meyer
4. Committee Reports* (**Red text** – meeting held since last BOD meeting)
 - a. **Policy Council** Tiffany Greenough/
Patricia Salvarezza
 - b. Career and Family Services Committee Dana Hogan
 - c. HS/EHS Committee Patricia Salvarezza**
 - d. Audit and Finance Committee Bob Dingman
 - e. Executive Committee Jeff Meyer
 - f. Fund Development Committee Ben Bishop
5. Review and approval of Directors' Reports*
 - a. Career and Family Services Nancy Warnock
 - b. Head Start/Early Head Start Patricia Salvarezza
 - c. Human Resources Mary Jarvis-Caro
 - d. Finance Emily Fagle
 - e. Executive Director's Report* Shelley Smith
6. Community Needs Assessment 2022 Shelley Smith
7. Action Items
 - a. Policy Council representatives to Board of Directors
 - i. Tiffany Greenough (PC Chair)
 - ii. Krystyna Roberts (PC Vice Chair)
 - b. Job Descriptions
 - i. Assistant Director of Accounting



- ii. Senior Fiscal Specialist
 - iii. ERSEA Manager
 - iv. Client Support Assistant
 - c. Grade Scale
 - i. Assistant Director of Accounting
 - ii. Senior Fiscal Specialist
 - iii. ERSEA Manager
 - iv. Client Support Assistant
 - d. FYE 2022 Financial Statements
 - e. CNA Approval
- 8. Correspondence
 - a. DOS Email: CSBG Discretionary Opportunity
 - b. OCS Memorandum: Use of CSBG Funds for Mortgage Payment Assistance

*Requires Board Approval

**Chairperson role vacant for this committee

Please note: Meetings begin at 9:00am via Zoom