

Community Action of Southeast Iowa  
is dedicated to alleviating the conditions and causes of  
poverty by building partnerships and strengthening  
people through quality services.



2850 Mt. Pleasant Street, Suite 108, Burlington, IA 319-753-0193

November 16, 2021 – 1:15 pm

**Zoom Link:** <https://us02web.zoom.us/j/87508062992?pwd=NyttamJYdmIRUzdKMTVMMER3TIUrUT09>

**Call In By phone:** 1 312 626 6799 **Meeting ID:** 875 0806 2992 **Passcode:** 582650

## **Board of Directors Meeting Agenda**

1. Call to Order – President Barb Welander
2. Training: Board Financial Roles & Responsibilities, Sarah Droege, Finance Director
3. Establish a Quorum
4. Consideration of Agenda
5. Consideration of Minutes
6. Action Items:
  - a. Reappointment of Board Members
  - b. Board Committee Assignments
  - c. COVID-19 Vaccination Policy
  - d. Head Start Non-federal Waiver Request for Expended Start-up Funds
7. Information:
  - a. Executive Director Report
  - b. Weatherization Bids Awarded
  - c. Weatherization Administrative Review
  - d. Head Start FY 2021 Federal Financial Report
  - e. Head Start Quarterly Federal Cash Transaction Report
  - f. Head Start Community Assessment Plan
8. Reports:
  - a. Statement of Financial Position
  - b. Budgets
  - c. Credit Card Statements
  - d. Check Listing & Direct Deposits
  - e. Program Updates
9. Next Meeting Date: Tuesday, December 21, 2021 at 1:15 pm
10. Adjournment