



# Board of Directors Meeting **Amended** Agenda

November 19, 2024 – 1:15 pm

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

Zoom Link: <https://us02web.zoom.us/j/87508062992?pwd=NyttamJYdm1RUzdKMTVMMER3T1UrUT09>

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

1. Call to Order – President Barbara Welander
2. Training: Client and Program Review with Board Perspectives, Rachel Albrecht, Planning Director
3. Establish a Quorum: **Seat Board member Carrie Sherwood, Community Rep HS Policy Council**
4. Consideration of Agenda
5. Consideration of Minutes
6. Action Items:
  - a. Ratify E-Mail Vote for Weatherization Cube Vans
  - b. Annual Agency Budget FY 2024
  - c. Agency Administrative Budget FY 2024
  - d. Agency 2023 Retirement Plan 403 (b) 5500
  - e. DHLW Early Childhood Area Preschool Scholarship Budget Amendment
  - f. Agency Hiring Procedures
  - g. Head Start Health Policy Number HL1a (Physical Examinations)
  - h. FaDSS 2025 Budget Amendment**
7. Executive Director Report
8. Financial Reports: Motion to Accept
  - a. Statement of Financial Position
  - b. Budgets
  - c. Credit Card Statements
  - d. Check Listing & Direct Deposits
  - e. Mount Pleasant Building Update
9. Information:
  - a. Weatherization Bids Awarded
  - b. Disclosure Relating to the Agency Nepotism Policy
  - c. Emergency Solutions Grant (ESG) Desk Monitoring Review
  - d. Head Start Monitoring Report
  - e. Head Start Twelve Month 2023-2024 Federal Financial Report
  - f. Client Satisfaction Information will be provided at the meeting
  - g. Strategic Plan Input and Community Needs Assessment
  - h. Head Start Program Instruction ACF-OHS-PI-24-06: Supporting the Head Start Workforce and Consistent Quality Program
  - i. Head Start Information Memo ACF-OHS-IM-24-04: Facilities Guidance
  - j. Head Start Information Memo ACF-OHS-IM-24-06 Reporting Child Health and Safety Incidents
  - k. Head Start Program Instruction ACF-OHS-PI-24-07: Final Rule to Delay Effective Date for Increasing the CLASS Instructional Support Domain Competitive Threshold
  - l. Program Updates

10. Next Meeting Date: Tuesday, January 21, 2025 at 1:15 pm

11. Adjournment

**Community Action of Southeast Iowa**

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