

# Board of Directors Minutes

## January 21, 2025



1. **Call to order:** Board Secretary Cyndi Mears called the meeting to order at 1:20 p.m.
2. There was a **quorum present**. Members present were:

Des Moines County	Henry County	Lee County	Louisa County
Rhonda Reif	Barbara Welander	Carrie Sherwood	Cyndi Mears
Shane McCampbell	Linda Boshart	Tom Schulz	
	Mark Lindeen		

**Staff Present:** Sheri Wilson, Rachel Albrecht, Matthew LeClere, Sarah Gutting, and Lisa Nafziger.

**Members Absent:** Brittany Kolzow, Nicole Pappalardo, and Brent Ruther.

**Others Present:** Kevin Hardin (Louisa County Supervisor) and Bill Bauer, auditor of Meriwether, Wilson, and Company.

**Seating of Board Member Kevin Hardin:** Motion by Sherwood, second by McCampbell, to approve seating Kevin Hardin. Motion approved by voice vote. Hardin currently serves as a Louisa County Supervisor and takes the place of prior Louisa County Supervisor Brad Quigley.

3. **Consideration of the Agenda:** Motion by McCampbell, second by Sherwood, to approve today's agenda. Motion approved by voice vote.
4. **Consideration of the Minutes:** Motion by Sherwood, second by Welander, to approve the November 19, 2024, board minutes. Motion approved by voice vote.
5. **Action Items:**
  - a. **Agency FY 2024 Agency Audit – Bill Bauer of Meriwether, Wilson, and Company:** Motion by Sherwood, second by McCampbell, to approve the Fiscal Year 2024 Agency Audit. Motion approved by voice vote. Auditor Bill Bauer of Meriwether, Wilson, and Company presented the audit. There were no findings.
  - b. **Employee Health Insurance Renewal:** Motion by Lindeen, second by Sherwood, to approve the agency's continued contribution for employee health insurance at \$871.75 a month per employee and offer three Wellmark health plans. Motion approved by voice vote.
  - c. **Employee Dental & Vision Insurance Renewal:** Motion by Sherwood, second by Welander, to approve the agency continue with Delta Dental and Vision plans for the year starting March 1, 2025. Costs to employees would remain the same. For dental coverage the agency would continue to pay \$19.81 a month per employee. The agency contribution for vision coverage would increase to \$4.28 a month per employee. Motion approved by voice vote.

- d. **Family Development and Self-Sufficiency (FaDSS) Proposed FY26 Budget:** Motion by Sherwood, second by McCampbell, to approve the FaDSS Proposed FY26 Budget in the amount of \$357,213. Motion approved by voice vote.
- e. **Head Start Food Service Provider:** Motion by Sherwood, second by Boshart, to approve the Head Start bid for Food Service Provider to be awarded to Kohl's Wholesale. Motion approved by voice vote.
- f. **Head Start Waiver Request for Lead Teacher:** Motion by Lindeen, second by Sherwood, to approve a Head Start waiver request to the Office of Head Start for a one-year waiver for Lead Teacher Qualifications for a current employee, Teacher Herdliska. Motion approved by voice vote.

**6. Reports:**

**a. Executive Director's Report**

Wilson attended the Iowa Community Action Association (ICAA) Director's meeting, participated in calls regarding the LEWIS database system for LiHEAP, worked on the employee health, dental, and vision insurance renewals, headed up the Day of the Child Committee, and signed contracts for the ESG grant and IFA HOME-ARP grant.

**7. Financial Reports:**

- a. **Statement of Financial Position**
- b. **Budgets**
- c. **Credit Card Statements**
- d. **Check Listing and Direct Deposits**
- e. **Mount Pleasant Building Update**

Motion by Sherwood, second by Shultz, to accept the Financial Reports. Motion approved by voice vote.

**8. Information:**

- a. Weatherization Bids Awarded: December 1, 2024 – January 1, 2025
- b. Program Updates

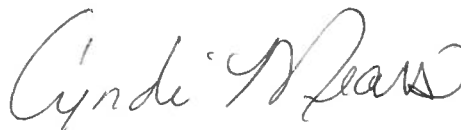
**9. Next Meeting Date:** Tuesday, February 18, 2025, at 1:15 p.m. in the central office board room or via Zoom.

**10. Adjournment:** Motion by Sherwood, second by Welander, to adjourn the meeting. The meeting ended at 2:26 p.m.

Respectfully submitted by:



Rachel Albrecht, Planning Director



Cyndi Mears, Secretary