



Board of Directors Meeting Agenda

November 18, 2025 – 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 Cyndi Mears
2. Training: Head Start Program Information Report (PIR) & Governance Screener, Matt LeClere
3. Establish a Quorum:
 - a. Seat Board member: Community Rep from the Head Start Policy Council
4. Consideration of Agenda
5. Consideration of Minutes
6. Action Items:
 - a. Board Committees
 - b. Annual Agency Budget FY 2026
 - c. Agency Administrative Budget FY 2026
 - d. Use of Funds for Center Staff Wage & Fringe
 - e. Head Start 1303 for the Fort Madison Building
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
9. Information:
 - a. Weatherization Bids Awarded
 - b. Disclosure Relating to the Agency Nepotism Policy
 - c. Head Start Governance Screener
 - d. Weatherization Monitoring Report
 - e. Conflict of Interest
 - f. Board Self-Assessment Summary
 - g. Program Updates
10. Next Meeting Date: Tuesday, January 20, 2026, 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.