

Northeast Michigan Community Service Agency, Inc.
BOARD OF DIRECTORS
Indian River Golf Club, Indian River, MI
May 5, 2017

The regular meeting of the NEMCSA Board of Directors was called to order by President Pete Hennard at 12:45 p.m.

President Pete Hennard welcomed Nick Modrzynski, Alpena County Commissioner to the Board of Directors.

ROLL CALL

Carol Athan
Stuart Bartlett
Lyn Behnke
Earl Corpe
Lee Gapczynski
Kenneth Glasser
Aubrey Haskill
Pete Hennard
Meagan Holmes
Melissa Holt
Steve Lang
Jennifer Lopez
Danielle Martz

Mark McKulsky
Nick Modrzynski
John Morrison
Leonard Page
Sharon Priebe
Patricia Rondeau
Susan Root
Lisa Salgat
Richard Sangster
Kathleen Vichunas
Gerald Wall
Rose Walsh

Excused: Jean Garratt, Albert LaFleche, Corleen Proulx, Carol Wenzel

Absent: Thomas Green

Quorum present - yes

Staff Members Present:

Lisa Bolen, Karen Godi, Jean Horrocks, Dorothy Pintar, Diane Price, Jim Robarge, Carol Shafto, Nicole Smith, Val Williams and Sue Zolnierrek

APPROVAL OF AGENDA

Motion by Earl Corpe to approve the agenda as presented. Support by Aubrey Haskill. All ayes, Motion carried.

CONFLICT OF INTEREST DISCLOSURES

None

Carol Athan led the Board in the Pledge of Allegiance.

John Morrison provided the blessing for the meal.

John Morrison provided reflections.

INTRODUCTION OF GUESTS AND PUBLIC COMMENT

Members introduced their guests. Present staff introduced themselves to the board.

No public comment.

ADMINISTRATIVE CONSENT AGENDA APPROVAL

President Pete Hennard asked if anyone would like to pull any item from the Administrative Consent Agenda for further discussion or individual vote. None being noted – President Pete Hennard stated that the Administrative Consent Agenda including the following items

- a. Approval of April 2017 draft meeting minutes
- b. Receive and file March 2017 Head Start Policy Council meeting minutes
- c. Receive and file March 2017 Regional Council on Aging meeting minutes
- d. Receive and file April 2017 Client Services Policy Council meeting minutes

is adopted as presented.

COMMUNICATION

President Pete Hennard read correspondence from Congressman Dan Kildee regarding President Trump's budget blueprint.

INFORMATION ITEMS

Directors Report – Lisa Bolen

Lisa Bolen read highlights from the Directors report distributed prior to the meeting.

Financial Report – Jim Robarge

Jim Robarge reviewed the Head Start/Early Head Start recorded expenses as of April 30, 2017. The report were distributed prior to the meeting.

Motion by Ken Glasser to receive and file the Head Start/Early Head Start recorded expenses as presented. Support by Richard Sangster. All ayes, Motion carried.

Program Presentation – Nicole Smith, Planning and Communication Coordinator, presented a ROMA Report PowerPoint Presentation.

COMMITTEE REPORTS

Program Planning and Evaluation Committee – Earl Corpe

The Program Planning and Evaluation Committee met jointly with the Early Childhood Services Ad Hoc Committee to review and recommend for board approval the Head Start Transportation Waiver Request and the Head Start Contact Day Waiver Request in four of the 98 Head Start locations. Information summaries for both items were included in the board mailing. An updated Contact Day Waiver Request for 5 of 100 classrooms was distributed prior to the meeting.

Motion by Gerald Wall to approve the Head Start Transportation Waiver Request as presented. Support by Lee Gapczynski. All ayes, Motion carried.

Motion by Steve Lang to approve the Head Start Contact Day Waiver Request as presented. Support by Mark McKulsky. All ayes, Motion carried.

Audit/Finance Committee – Ken Glasser

The committee met prior to the regular meeting to review and recommend for approval the completed FY 2016 990 Tax Return, the Pension Audit Contract and credit card expenditures for March in the amount of \$3,043.65 and April in the amount of \$1,275.00, totaling \$4,318.65. A letter was received from Curt Reppuhn stating he will no longer be preparing non-profit business

audits under Echelbarger, Himebaugh, Tamm & Co., P. C. (EHTC) as of March 16, 2017. Curt Reppuhn, has indicated that he can conduct the independent Pension Audit for \$9,000.00. Discussion on hiring a new audit firm will be held in the coming months.

Motion by Ken Glasser to approve credit card expenditures for March and April totaling \$4,318.65 as presented. Support by Lee Gapczynski. All ayes, Motion carried.

Motion by Ken Glasser to approve FY2 016 990 Tax Return as presented. Support by Sharon Priebe. All ayes, Motion carried.

Motion by Ken Glasser to approve the Pension Audit Contract as presented. Support by Earl Corpe.

Roll Call Vote:

Stuart Bartlett, yes; Lyn Behnke, yes; Earl Corpe, yes; Lee Gapczynski, yes; Ken Glasser, yes; Aubrey Haskill, yes; Pete Hennard, yes; Meagan Holmes, yes; Melissa Holt, yes; Steve Lang, yes; Jennifer Lopez, yes; Danielle Martz, yes; Mark McKulsky, yes; John Morrison, yes; Nick Modrzynski, yes; Leonard Page, yes; Sharon Priebe, yes; Pat Rondeau, yes; Susan Root, yes; Lisa Salgat, yes; Richard Sangster, yes; Kathleen Vichunas, yes; Gerald Wall, yes; Rose Walsh, yes.

24 yes; 0 no - Pension Audit Contract approved.

Membership Committee – John Morrison

The Membership Committee met prior to the meeting to review and discuss membership attendance, membership vacancies and membership recruitment.

Personnel Committee – Meagan Holmes

No meeting. No report

NEW BUSINESS

Correction to April minutes, heading should read Huron Breeze Golf & Country Club in place of Eagle Ridge Golf Club. Correction had previously been made prior to the meeting and updated minutes placed on the Board Portal.

The June board meeting will be held at Eagle Ridge Golf Club in Glennie, MI on June 2, 2017.

Motion by Earl Corpe to adjourn the meeting at 1:53 p.m. Support by Pat Rondeau. All ayes, Motion carried.

Date Prepared: May 5, 2017

Date Approved: 6-2-17

Karen A. Goetz
Board Secretary

6-2-17
Date