



## GOVERNING BOARD MEETING MINUTES

956 South Main Street, Colville, WA 99114

July 27, 2010

### Attendance

**Regular Members**

Fran Bolt  
 Dennis Bly  
 Malcolm Friedman  
 Sue Harnasch  
 Robert Heath  
 Teresa Hill  
 Carolyn McKern  
 Laura Merrill  
 John Prietto  
 Robert Riley  
 Paul Schaffner  
 Al Six  
 Dave Windom

**Alternate Members**

Dee Atwood  
 Joe Bond

**Staff**

Kelly Charlton  
 Kathy Dugan  
 Barry Lamont

**Guest**

*\*Alternate Representative attending for Regular Representative*

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- Governing Board Chairperson Al Six called the meeting to order at 5:08 PM, and all in attendance introduced themselves.
- The agenda was reviewed. Sue Harnasch motioned to approve the agenda, Fran Bolt seconded and the motion carried.
- The May 25, 2010 meeting minutes were reviewed. Al Six noted that Clancy Bauman was listed twice on the on the attendance list. Laura Merrill motioned to approve the minutes with the attendance correction, Bob Heath seconded and the motion carried.

## GOVERNING BOARD CHAIR REPORT

- **Appoint Administrative Committee Chairperson**

As Dan Berger, former Administrative Committee Chairperson resigned, Al Six appointed Laura Merrill as the Administrative Committee Chairperson.

## EXECUTIVE DIRECTOR'S REPORT

- **May and June 2010 Finance Reports**

Kathy Dugan, Fiscal Director, reported that she made additional changes to the format of the finance reports as requested by the finance committee. She also reported that our cash flow is good and that all the material requested by the auditors has been submitted as a result of the audit conducted in May. As there were no additional questions, Sue Harnasch moved to approve the finance reports, Teresa Hill seconded and the motion carried.

- **Youth Representative**

Our current Youth representatives, Tisha Johnson and Nicole Simmons have graduated high school and we are in need of youth representation. We received a letter from Alison Price, a junior (Fall 2010) at Colville High School who has expressed serving as the Youth Representative on our Governing Board. Dennis Bly motioned to approve her membership, Bob Heath seconded and the motion carried.

- **2010 Head Start Self Evaluation Team Report**

The Head Start Self Evaluation went very well and there were no major findings. Dave Windom moved to approve the report, John Prietto seconded and the motion carried.

- **Safeco Insurance Foundation Grant Application**

The grant application was due between meetings, however, today we received notification we were not awarded the grant so there is no need for Governing Board approval.

- **USDA Request for Governing Board Data**

As the USDA provides funding for the Central Office and the Newport Head Start they conduct an annual on-site visit. One of the items they request is the race and ethnicity of our staff, clients and Governing Board of Directors. An anonymous poll was distributed to all Governing Board members to self-declare their race and ethnicity and the information will be provided to the USDA staff.

- **HUD Sustainable Communities Fund**

We previously discussed submitting an application for the HUD Sustainable Communities Fund, however, as the application process was long and complex, we decided it did not fit within our scope of work and will not apply.

- **Community Development Block Grant (CDBG) Funding**

The state may no longer provide this funding and is holding public hearings regarding its continuation. Barry encouraged Governing Board members to write and request that the funding continue using the current formula method rather than a competitive process. Rural Resources Community Action currently receives this funding through Stevens County who acts as the administrating entity although the funding is for the four counties that we serve. This is discretionary funding we can use as we need it rather than as designated by the state or federal government.

## **EXECUTIVE DIRECTOR'S REPORT (continued)**

- **Ferry County HUD 811 Housing Project**

We have been approached by N.E.W. Alliance to act as the 501(c)3 and sponsor a mentally ill housing project in Ferry County. Once the project is complete, it would become stand alone and we would no longer be part of it. As we don't have all of the information at this time, we would need more information regarding our liability, etc. Carolyn McKern motioned to provide tentative approval to give Barry the leeway to look into the project, Malcolm Friedman seconded and the motion carried.

- **Governing Board Member Resignation**

Dan Berger, representing Kettle Falls Harvest Foods, resigned from the Governing Board and we are now in need of a community/business representative or low income representative to take his place. Suggestions of entities who should receive an invitation should be sent to Barry and will also be discussed at the September 2010 meeting. We are hoping for additional Lincoln County representation.

- **History and Philosophy of the War on Poverty Workshop**

Rural Resources is sponsoring the workshop and has extended an invitation to all Washington State Community Action Agencies. Funding is available to subsidize some staff and Governing Board member to attend the workshop which will be held in Spokane on September 28, 29 and 30<sup>th</sup>. Governing Board members interested in attending should contact Kelly Charlton.

- **September Governing Board Meeting**

As the War on Poverty Workshop is scheduled during the regular Governing Board September meeting, it has been rescheduled for Tuesday, September 21, 2010. Clancy Bauman motioned to move date, Malcolm seconded and the motion carried.

**The meeting was adjourned at 5:53 PM.**