

GOVERNING BOARD MEETING MINUTES

956 South Main Street, Colville, WA 99114

July 19, 2011

Attendance

Regular Members

Clancy Bauman
Dennis Bly
Kelsey Fortier
Malcolm Friedman
Rachel Haley
Sue Harnasch
Teresa Hill
Ray King*
Carolyn McKern
Carlin Morrow
Alison Price
John Prietto
Suzanne Richards*
Paul Schaffner
David Windom

Alternate Members

Staff

Kelly Charlton
Kathy Dugan
Greg Knight
Barry Lamont

Guest

**Alternate Representative attending for Regular Representative*

Table of Contents

Convene, Introductions, Approval of Minutes, Committee Reports	Page 1
Committee Reports (cont.), Governing Board Chair Report, Executive Director's Report.....	Page 2

- Governing Board Chairperson Sue Harnasch called meeting to order at 5:33 PM and all in attendance introduced themselves.
- The May 24, 2011 minutes were reviewed. Malcolm Friedman made a motion to approve the minutes, Dennis Bly seconded and the motion carried.

COMMITTEE REPORTS

Executive Committee

Sue Harnasch reported that Barry has given a firm retirement date of May 31, 2012. The Executive Committee has reviewed and approved the Succession Plan, which names Greg Knight (current Human Resources Generalist) as the future Executive Director. Barry has been mentoring Greg and ensuring he is involved in learning to manage the agency as well as attending Community Action functions at the state and national level. Barry will provide a formal notice to the Governing Board approximately 90 days prior to his retirement date and the Executive Committee will then approve Greg.

GOVERNING BOARD CHAIR REPORT

No report

EXECUTIVE DIRECTOR'S REPORT

- **May and June 2011 Finance Reports**
Fiscal Director Kathy Dugan reported that the cash flow is fine, the indirect rate is below five percent and we are doing very well. John Prietto motioned to approve the finance reports, Carlin Morrow seconded and the motion carried. Kathy also reported the annual audit is almost complete and will be presented to the Governing Board at September's meeting. We are not expecting any findings or problems.
- **2011 Head Start Self Evaluation Team (S.E.T.) Report**
Head Start committee Chairperson Teresa Hill reported that based on her involvement with the Self Evaluation Team process there appear to be no problems with the program and motioned to approve the S.E.T. report. Rachel Haley motioned to approve the report, Kelsey Fortier seconded and the motion carried.
- **Newport Head Start**
A residential neighbor of the Head Start building and property has continually complained of damages to their property stemming from our building on the adjoining property. Along with the City of Newport, Rural Resources has continually proven there are no issues. If they complaints continue, we may need to bring in the original architect and our attorney to prove no issues exist.
- **Continuum of Care Plan**
In 2005 Rural Resources helped Stevens County create the Continuum of Care Plan. Moneys used to address homelessness in Stevens County are collected through the county's legal recording fees (a portion goes to the county and state). Rural Resources will again act as the lead to update the Continuum of Care Plan by creating a committee of pertinent groups within the county who will review the plan. The updated plan will control how the moneys collected from filing fees will be spent with funds prioritized for homeless groups as defined by the committee.
- **Agency Budgets**
Barry reported that he does not have any updated information although our 2011 budget appears to be stable. We continue to provide services as usual, however, we are serving less people due to funding cuts.
- **The meeting was adjourned at 5:49 PM.**