

Board Meeting Minutes
Thursday, March 30th, 2023, 3:00pm
DEC Center, 465 S. McCord Benton Harbor

CENTER TOUR

Section #	Topic
1.	<p>Welcome and Preliminaries</p> <ul style="list-style-type: none"> • Board members in Attendance: Brian Saxton (chair), Chris Burns (treasurer), Kacee Dochenetz • Guests in Attendance: Chanda Hillman (CEO/Executive Director), Laura Burtis (Finance Director), Georgia Hunter-Atkinson (home based director), Melanie Bullock (Center Director DEC), Jade Evans (Communication and Engagement Coordinator) • Board members voting through email: Danielle Persky, Mary-alice Wirick (PC Vice chair) <p>Quorum was met through email voting</p>
2.	<p>Approval of Agenda</p> <ul style="list-style-type: none"> A. * Approval of Excused Absences B. * Approval of Agenda <p>(Board Members can remove items from consent agenda at this point) Chris Burns motioned, Kacee Dochenetz seconded. Motion passed.</p>
3.	<p>Consent Agenda Items</p> <p>(A consent agenda allows the board to approve all these items together without discussion or individual motions. Please be sure to review these items prior to the meeting)</p> <ul style="list-style-type: none"> A. * Minutes from Board meeting in February 2023 B. * Director Reports – February C. * Finance Report – February D. * Policy Approvals <ul style="list-style-type: none"> a. 312.4 Selection & Enrollment Policy <ul style="list-style-type: none"> i. Due to the expansion of GSRP (Great Start Readiness Program) to serve more 4-year-olds, we are prioritizing 3-year-olds who are an underserved population. <p>Brian Saxton motioned, Kacee Dochenetz seconded. Motion passed.</p>
4.	<p>Board Decisions (Motions)</p> <ul style="list-style-type: none"> 1) * Approval of Program Options <ul style="list-style-type: none"> a) discussed options for both full enrollment and change of scope for 2023-2034 2) * COLA and Quality Improvement <ul style="list-style-type: none"> a) wage increases for grades 1-3 9.5%, grade 4 9%, grades 5-6 7.1% 3) * Approval of new landscape trailer <ul style="list-style-type: none"> a) approval recommended from Finance Committee 4) 401K Contribution for staff <ul style="list-style-type: none"> a) We normally aim for 3-5% but were able to do a bit more this year because of staffing shortages. This year will be about 12% <p>Chris Burns motioned, Kacee Dochenetz seconded. Motion passed.</p>

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6.	Communications (significant events and operations) <ul style="list-style-type: none"> A. Location Funding Update <ul style="list-style-type: none"> a. We are continuing to move forward with the purchase of Millburg and have a tour of the building on Friday with licensing.
7.	Board Work on the Strategic Vision (Report on Progress of Organizational Goals) <ul style="list-style-type: none"> A. Community Conversations B. Report from Governance Task Force <ul style="list-style-type: none"> a. Making Progress on bylaws C. Report from Business Plan Task Force <ul style="list-style-type: none"> a. Scheduling meetings with consultants who may be able to help
8.	Board Education <ul style="list-style-type: none"> A. None
9.	Board Process Review <ul style="list-style-type: none"> A. Pleasure of the Floor
10.	* Adjournment and Post Meeting Assignments Meeting Adjourned at 5:03pm Chris Burns motioned, Kacee Dochenetz seconded. Motion passed.
11.	Executive Session, if required

Next Meeting: Thursday, April 27th, 2023, at 2:00pm at Watervliet Center, 188 Lucinda Lane Watervliet.

*Denotes approval needed.

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