

Board of Directors

Kids Are First, Inc.
Board of Directors Minutes
Tuesday, September 25, 2018

Agenda Item	Discussion	Action
I. Call Meeting to order/Roll Call/Establish Quorum	<p>Asalia Casares called the meeting to order at 6:08 PM.</p> <p>Roll call Quorum established.</p> <p>Members Present Asalia Casares Sonia Guerrero Alfredo Padilla Mercedes Puente</p> <p>Members Absent Eduardo Villarreal</p>	<p>Meeting called to order at 6:08pm</p> <p><u>✓</u>there is quorum established.</p>
II. Approval of Agenda	<p>Approval of agenda.</p>	<p>Motion to approve agenda was made by Sonia Guerrero-Perez Seconded by Mercedes Puente Motion carried.</p>
III. Approval of Minutes	<p>Approval of 06/26/2018 and 07/31/2018 meeting minutes.</p>	<p>Motion to approve 06/26/2018 and 07/31/2018 meeting minutes was made by Sonia Guerrero-Perez Seconded by Alfredo Padilla Motion carried.</p>
IV. Reports	<p>OHS Communication</p> <p>Alicia Yanez, CEO/Program Director informed the Board that Kids Are First, Inc. has received the COLA and it has been disbursed.</p> <p>The Supplemental funding was also received. The center projects that were identified with needs for the supplemental monies are being addressed. Repairs are currently taking place.</p> <p>Ms. Yanez made the Board aware of incident that took place on the premises at our Seco Mines Center where the parties involved are</p>	<p>Informational</p>

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	<p>currently under investigation by the authorities.</p> <p>Ms. Yanez informed the Board that she will be attending the Data Tour Conference scheduled on October 2nd thru the 4th.</p> <p>Ms. Yanez conveyed to the Board her efforts in increasing funding for the agency; however, her research resulted with no opportunities at current time.</p> <p>Ms. Yanez announced to the Board there will be a need to make budget modifications. She is currently working closely with Karl Eck, CFO to ensure the monies will be fully expended this program year.</p> <p>Ms. Yanez stated to the Board that she has been actively seeking for a new location for Kids Are First, Inc. Administration office. Current location needs many improvements; however, landlord is not very compliant in addressing the concerns.</p> <p>Operations Report Alicia Yanez, CEO/Program Director presented the Director of Operations report for the months of July and August 2018</p> <p>See attached report</p> <p>Liaison's Report Being no Policy Council Meeting was held for the months of July and August 2018, there was no Liaison Report to present.</p> <p>Financial Report</p> <p>Karl Eck, CFO presented Financial Reports for July and August 2018</p>	

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	<p>Credit Card Report</p> <p>Cynthia Orosco, Administrative Assistant Fiscal presented Credit Card Reports for July and August 2018.</p> <p>In-Kind Report</p> <p>Cynthia Orosco, Administrative Assistant Fiscal presented In-Kind Reports for July and August 2018.</p> <p>CACFP Report</p> <p>Cynthia Orosco, Administrative Assistant Fiscal presented CACFP Reports for July and August 2018.</p> <p>Enrollment Report</p> <p>Alicia Yanez, CEO/Program Director presented Enrollment Reports for July and August 2018.</p> <p>Attendance Report</p> <p>Alicia Yanez, CEO/Program Director presented Attendance Reports for July and August 2018.</p> <p>New Hire/Termination Report</p> <p>Alicia Yanez, CEO/Program Director presented New Hire/Termination Reports for July and August 2018</p>	<p>Motion to approve the following reports was made by Sonia Guerero-Perez</p> <ul style="list-style-type: none"> • Financial Report • Credit Card Report • In-Kind Report • CACFP Report <p>Seconded by Alfredo Padilla Motion carried</p> <p>Motion to approve Enrollment report and Attendance report was made by Sonia Guerrero-Perez Seconded Alfredo Padilla Motion carried</p> <p>Motion to approve New Hire/Termination Report was made by Alfredo Padilla Seconded by Sonia Guerrero Motion carried</p>
<p>V. Old Business</p>	<p>No discussion</p>	<p>N/A</p>
<p>VI. New Business</p>	<p>Investment Policy</p> <p>Alicia Yanez, CEO/Program Director presented to the Board the investment policy. She along</p>	

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	with Karl Eck, CFO entertained questions from the Board of Directors.	Motion to approve Investment Policy as presented was made by Sonia Guerrero-Perez and Seconded by Alfredo Padilla. Motion carried.
VII. Executive Session	Personnel Board closed into Executive Session at 6:42pm	Motion to go into Executive Session was made by Sonia Guerrero-Perez Seconded by Alfredo Padilla Motion carried.
VIII. Adjournment	Meeting adjourned at 6:50 PM	Motion to adjourn meeting at 6:50PM was made Alfredo Padilla Seconded by Sonia Guerrero-Perez Motion carried

Approved by:

Acasares

Board President

Date:

10/29/18