

Board of Directors

Kids Are First, Inc.
Board of Directors Minutes
Tuesday, May 30, 2017

Agenda Item	Discussion	Action
<p>I. Call Meeting to order/Roll Call/Establish Quorum</p>	<p>Sonia Guerrero called the meeting to order at 6:01 PM.</p> <p>Roll call Quorum established.</p> <p>Members Present Sonia Guerrero Alfredo Padilla Mercedes Puente Eduardo Villarreal Kassandra Valenzuela</p> <p>Members Absent Asalia Casares</p> <p>Asalia Casares excuse absence.</p>	<p>Meeting called to order at 6:01 pm</p> <p><u>X</u> there is quorum established.</p>
<p>II. Approval of Agenda</p>	<p>Approval of agenda</p>	<p>Motion to approve agenda was made by Eduardo Villarreal Seconded by Alfredo Padilla Motion carried.</p>
<p>III. Approval of Minutes</p>	<p>Approval of 04/25/2017 meeting minutes</p>	<p>Motion to approve 04/27/2014 meeting minutes was made by Alfredo Padilla. Seconded by Mercedes Puente Motion carried.</p>
<p>IV. Reports</p>	<p>OHS Communication Alicia Yanez, CEO/Program Director informed the Board Members on the report from Office of Head Start in regards to the 85 million that will be funded to HS. Ms. Yanez is hoping that Head Start is not affected by the budget cuts, there will be continuous communication with Heather Colwell the Regional Specialist regarding cutbacks that may need to be on the continuation grant application.</p>	<p>Informational</p>

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	<p>The Strategic Planning Meeting has been scheduled for June 10 – 11, 2017, the meeting will take place at the Administrative Office in Carrizo Springs. Arrangements for the meeting are in process. Ms. Yanez thanked all the Board Members who will be participating this year, the interest in the continuous improvement of the program is outstanding.</p> <p>The members were updated and informed on the delay in the signing of the Asherton lease for the building, Ms. Yanez asked Mr. Padilla if he could call the Carrizo ISD lawyer and find out what could be done to finalize the lease. Mr. Padilla offered to call the lawyer on 05/31/2017, as he asked for a reminder call.</p> <p>Ms. Yanez mentioned to the Board Members of the Special Call meeting that will be called to approve the Continuation Grant Budget.</p> <p>Operations Report Velma McNeil, Director of Operations presented her report for the month of April 2017.</p> <p>See attached report</p> <p>No Liaison Report</p> <p>Financial Report Karl Eck, CFO presented Financial Report for April 2017.</p> <p>Approval of April 2017 Financial Report.</p> <p>Credit Card Report Cynthia Orosco, Administrative Assistant Fiscal presented Credit Card Report for April 2017.</p> <p>Approval of April 2017 Credit Card Report.</p>	<p>Informational</p>

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	<p>In-Kind Report</p> <p>Cynthia Orosco, Administrative Assistant Fiscal presented In-Kind Report for April 2017.</p> <p>Approval of April 2017 In-Kind Report.</p> <p>CACFP Report</p> <p>Cynthia Orosco, Administrative Assistant Fiscal presented CACFP Report for April 2017.</p> <p>Approval of April 2017 In-Kind Report.</p> <p>Enrollment Report</p> <p>Velma Mc Neil, Director of Operations presented Enrollment Report for April 2017.</p> <p>Approval of April 2017 In-Kind Report.</p> <p>Attendance Report</p> <p>Velma Mc Neil, Director of Operations presented Attendance Report for April 2017.</p> <p>Approval of Attendance Report for April 2017</p> <p>New Hire/Termination Report</p> <p>Alicia Yanez, CEO, Program Director presented New Hire/Termination Report for April 2017</p> <p>Approval of April 2017 New Hire/Termination Report.</p>	<p>Motion to approve the following report was made by Mercedes Puentes</p> <ul style="list-style-type: none"> • Financial Report • Credit Card Report • In-Kind Report • CACFP Report • Enrollment Report • Attendance Report • New Hire/Termination Report <p>Seconded by Alfredo Padilla. Motion carried.</p>
<p>V. Old Business</p>	<p>No discussion</p>	
<p>VI. New Business</p> <p>Approval of Policies</p>	<p>Approval of ERSEA Policy 10</p> <p>Approval of Facilities Policies FLE- 100 - 107</p>	<p>Motion to approve the following Policies was made by Eduardo Villarreal</p> <ul style="list-style-type: none"> • ERSEA Policy 10 • FLE 100 – 107 <p>Seconded by Alfredo Padilla Motion carried.</p>

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VII. Executive Session	Board went into Executive Session at 6:45 PM to 7:00 PM	Motion to go into executive session was made by Alfredo Padilla Seconded by Eduardo Villarreal Motion carried Motion to exit out of executive session was made by Alfredo Padilla Seconded by Eduardo Villarreal Motion Carried
VIII. Open Forum	No discussion	
IX. Adjournment	Meeting adjourned at 7:01PM	Motion to adjourn meeting at 7:01 PM was made Alfredo Padilla Seconded by Eduardo Villarreal Motion carried

Approved by: _____

Alfredo Padilla
Board President

Date: _____

June 27, 2017