

Board of Directors

Kids Are First, Inc.
Board of Directors Minutes
Tuesday, April 23, 2019

Agenda Item	Discussion	Action
1. Call Meeting to order/Roll Call/Establish Quorum	<p>Asalia Casares called the meeting to order at 6:06 p.m.</p> <p>Roll call Quorum established with <u>4 members present</u>.</p> <p>Members Present: Asalia Casares Sonia Guerrero – Pérez Mercedes Puente Alfredo Padilla Lidia A. Puente, arrived at 6:21 p.m.</p> <p>Member Absent: Eduardo Villarreal</p>	<p>Meeting called to order at 6:06 p.m.</p> <p>✓ There was a quorum established.</p>
2. Approval of Agenda	<p>Approval of agenda.</p>	<p>Motion to approve agenda was made by Sonia Guerrero-Perez Seconded by Alfredo Padilla Motion carried.</p>
3. Approval of Board Member resignation	<p>Alicia Yanez, CEO/Program Director mentioned board member Eduardo Villarreal had submitted his resignation and was included in the board packet for their review.</p>	<p>Motion to accept and approve board member Eduardo Villarreal resignation letter as presented was made by Sonia Guerrero-Perez Seconded by Mercedes Puente Motion carried.</p>
4. Approval of Minutes	<p>Approval of February 26, 2019 meeting minutes.</p>	<p>Motion to approve the February 26, 2019 meeting minutes was made by Sonia Guerrero-Perez Seconded by Mercedes Puente Motion carried.</p>
5. Reports for February and March 2019	<p>Alicia Yanez, CEO/Program Director informed the board of the following:</p> <ul style="list-style-type: none"> • Correspondence received from The Office of Head Start (OHS) regarding the program eligible for a non-competitive five year grant award to operate the Head Start/Early Head Start program. 	<p>Informational</p>

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	<p>Lidia A. Puente, Policy Council Liaison arrived at 6:21 p.m. and was added to the list of members present.</p> <p>Financial Report Karl Eck, CFO presented Financial Reports for February and March 2019.</p> <p>In-Kind Report Karl Eck, CFO presented In-Kind Reports for February and March 2019.</p> <p>CACFP Report Karl Eck, CFO presented the CACFP Reports for February and March 2019.</p> <p>Credit Card Report Cynthia Orosco, Administrative Assistant Fiscal presented Credit Card Reports for February and March 2019.</p> <p>Enrollment Report Velma Mc Neil, Director of Operations presented Enrollment Reports for February and March 2019.</p> <p>Attendance Report Velma Mc Neil, Director of Operations presented 88.66% attendance for February and 87% for March 2019.</p> <p>New Hire/Termination Report Alicia Yanez, CEO/Program Director presented New Hire/Termination Reports for February and March 2019.</p>	<p>Motion to approve the following reports for the month of February and March 2019 as presented was made by Alberto Padilla</p> <ul style="list-style-type: none"> • Financial Report • In-Kind Report • CACFP Report • Credit Card Report • Enrollment report • Attendance report and • New Hire/Termination Report <p>Seconded by Sonia Guerrero - Perez Motion carried.</p>
<p>6. Old Business</p>	<ul style="list-style-type: none"> • None 	<p>No discussion</p>
<p>7. New Business A. Approval to submit the Supplemental Application</p>	<p>Alicia Yanez, CEO/Program Director presented the Supplemental Application for review. Healthy and Safe improvements were identified:</p>	<p>Motion to approve and submit the Supplemental Application as presented motion was made by Sonia Guerrero-Perez</p>

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	<ul style="list-style-type: none"> • A security system for 40 doors for all center entrances, and has 24 stations where the door would have electromagnetic locks and touch video hands free stations in the amount of \$72,296.00 • A generator to safeguard the food during power outages at the Eagle Pass Central Kitchen in the amount of \$32,500.00 • Fencing is needed in some facilities due to snakes, rodents and chick coops that come into the playground. The need of fencing repairs are at Pearsall center cost \$9,000, Cotulla center cost \$11,188 and Seco Mines center cost \$9,424. <p>Ms. Yanez mentioned the total cost being submitted for the Supplemental application was in the amount of \$134,408 with additional non-federal share in the amount of \$33,602.</p>	<p>Seconded by Mercedes Puenta Motion carried.</p>
<p>7. New Business B. CLASS Observation Summary</p>	<p>Maria V. Leal, Mentor Coaching Coordinator presented the CLASS Observation Summary report.</p>	<p>Informational report</p>
<p>8. Executive Session Legal matters</p>	<ul style="list-style-type: none"> • Board members went into Executive Session at 7:01 p.m. and reconvened at 7:11 p.m. 	<p>No Action</p>
<p>9. Open Forum</p>	<ul style="list-style-type: none"> • None 	<p>No Action</p>
<p>10. Adjournment</p>	<p>Meeting adjourned at 7:11 p.m.</p>	<p>Motion to adjourn meeting at 7:11 p.m. was made by Alfredo Padilla Seconded by Mercedes Puenta Motion carried.</p>

Approved by: 
Asalia Casares, KAF Board President

Date: 4/26/19