Board of Directors Minutes
Kids Are First, Inc.
Agenda
Tuesday, October 28, 2025
6:00 PM

Agenda Item	Notes	Action
1. Call Meeting to order/Roll Call/Establish Quorum	Call the meeting to order. Roll call: __X__ Asalia Casares __X__ Sonia Guerrero-Perez __X__ Alfredo Padilla __X__ Dora Velázquez __X__ Martha A. Ponce __A__ Suzel Figueroa PC-Liaison Establish Quórum __X__(Yes) _____(No)	The meeting was to order at 6:04 PM by Chairperson
2. Approval of Agenda	Approval of agenda.	Action Required Motion by Sonia Guerrero Perez. Second by Dora Velazquez. None opposed motion carried
3. Approval of Minutes	Approval of Minutes from BOD Meeting September 30, 2025	Action Required Motion by Sonia Guerrero Perez. Second by Dora Velazquez. None opposed motion carried
4. CEO Reports	CEO/Program Director Report • Office of Head Start Updates • Child Care Licensing Monitors • Donation of Modular Building from EPISD • BOD Training Monday November 17 from 5:00 PM to 8:00 PM • Pilot program for transportation in Las Colonias, working with Educare Preschool and Childcare Center • Possible CACFP sponsoring of Little Bit of Home daycare in Carrizo Springs	Informal
5. Reports	• Financial Report • In-kind reports September • CACFP Report: September • Credit Card Report: September • Enrollment Report: September • Attendance Report: September • New Hire/Termination: September	Action Required Motion by Sonia Guerrero Perez. Second by Dora Velazquez. None opposed motion carried

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6. Old Business	• Audit Proposal from Garza Gonzalez and Associates	Action Required Board requested that Request for Bids be obtained for Audit Proposal. Motion by Martha Ponce Second by Alfredo Padilla None opposed motion carried
7. New Business	• New Hire Initial Training Plan • Orientation Training Plan • Procedure HR 182 Dress Code • Procedure HR 185 Staff Health and Wellness • Policy HR 123 Mid-Year Bonus	Action Required Motion by Martha Ponce. Second by Dora Velazquez. None opposed motion carried
8. Open Forum	• Open	
9. Executive Session	Time In: 6:38 PM • CEO Evaluation Time Out: 6:50 PM	No Action
10. Adjournment	Motion to adjourn the meeting Time: 6:51 PM The next meeting is scheduled for: Tuesday November 18, 2025	Action Required Motion by Dora Velazquez Second by Alfredo Padilla None opposed motion carried

The Board of Directors Chairperson attests with her signature and after the approval of the Board of Directors to this document.

Ms. Asalia Casares, KAF Chairperson

Nov. 17, 2025
Date