

**Annual Meeting/Dinner of the Board of Directors of  
Lakes & Prairies Community Action Partnership, Inc.  
On April 26<sup>th</sup>, 2018**

No Fiscal Committee Meeting due to the Annual Dinner.

Jenny Mongeau called the meeting to order at 6:45 pm at The Courtyard by Marriot in Moorhead, Minnesota.

**Board members present:** John Docken, Barry Steen, Renee Backlund, Stephanie Miranowski, Lyle Hovland, Jenny Mongeau, James Hamer, Kristi Bivens, Ron Verhaagen, Sarah King, Loren Ingebretsen, Laurie Drewlow, Andrea Koczur, Eloisa Pigeon and Head Start Policy Council Representatives Vanessa Santoya.

**Members Absent:** Excused Absences: Ben Lien, Heidi Durand and Kristin Krile.

**Employees and Others Present:** Lori Schwartz, Executive Director; Colleen Murray, Director of Development and Operations; Brenda Montplaisir, Fiscal Director; Julie Erickson, Agency Support. Employees and guests of Lakes & Prairies Community Action.

Special guests: Tammy & Russ Bjerkness.

**Consent Agenda/Board Approval Items:**

Ron Verhaagen made a motion to approve the March 2018 Board Meeting Minutes. Second: Loren Ingebretsen. Motion carried.

Ron Verhaagen made a motion to approve the March 2018 Treasurer's Report. Second: Andrea Koczur. Motion carried.

Michelle Werner read the April 2017 annual meeting minutes.

Andrea Koczur made a motion to approve the Head Start Self-Assessment. Second: James Hamer. Motion carried.

Stephanie Miranowski made a motion to approve the donation of an agency vehicle to Higher Power Automotive. Second: Kristin Bivens. Motion carried.

Laurie Drewlow made a motion to approve the FMAF Basic Needs Grant. Second: James Hamer. Motion carried.

Board members were introduced.

**Informational:**

Sarah King and Vanessa Santoya reported that Head Start attendance was at 90%. A legislative visit was hosted by Policy Council Reps on April 4<sup>th</sup>. HS parents shared their experiences with Sen. Eken, Rep. Marquart & Rep. Lien

Barry Steen reported that the VITA tax site wrapped up for the year. Needs in Wilkin County are being assessed. The Wilkin County food drop is planned for May 23. The Group Cares Camp in the Wilkin area is July 22-28.

May is Community Action month. Activities will be planned throughout the month.

May 18<sup>th</sup> is the Belsly Site Open House Grand Opening & Ribbon Cutting.

Staff are encouraged to sign up for the L & P Charity 5K team.

Dale Rollie's retirement open house will be held May 31<sup>st</sup> at the Glyndon Community Center.

## **Executive Director Report:**

- Lori Schwartz presented the 2017 Annual Report.
- The L & P Strategic Plan was presented by the Champions of each goal.
- Satellite Office, now renting in Dilworth to house Self Sufficiency Advocates
- HS program expansion, adding 24 early Head Start children slots in the fall of 2018.
- Housing Program expansion, Family & Community Services has added a full-time staff in Breckenridge, MN
- CCA Program Expansion, Child Care Aware has hired a full-time position to work with the Somalian Population who are interested in opening Child Care Centers/Family.
- Seniors Program Expansion, working with Eventide and several community partners on a project called Silos to Circles
- Two staff members are currently studying to become a CCAP. L&P currently has 7 CCAP staff members.
- L&P was awarded the United Way Employee Engagement Award earlier this spring.

## **Service Awards and Special Awards Presented:**

Jenny Mongeau and Lori Schwartz presented service year certificates to employees: 5 years – Dawn Block, Jenni Beilke, Kelly Lindstrom, Krystle McNeal, Emma Schmit, Debi Zastrow. 10 years – Aveen Amedi, Kim Bailey, Becki Johnson. 15 years – Esmeralda Urrabazo. 20 years – LuAnn Harris, Lori Schwartz, Michelle Skoblik.

The Volunteer Extraordinaire award was presented to Tammy Bjerkness in recognition of her volunteering at the L&P Breckenridge offices.

The Dennis Heitkamp Leadership Award was presented to Dale Rollie.

Loren Ingebretsen read an individualized poem for retiring staff members Dale Rollie & Kim Bailey and presented it to them framed.

Next Board Meeting – May 24, in Breckenridge, Minnesota.

Ron Verhaagen made a motion to adjourn the meeting. Second: James Hamer. Meeting adjourned.

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Michelle Werner, Secretary

*General Bank Account, Payroll Bank Account and Elan Credit Card Statements were received via USPS and reviewed*

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Andrea Koczur, Treasurer