

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

Jenny Mongeau called the meeting to order at 6:05 pm. at the Grace Lutheran Church, in Breckenridge, Minnesota. The board recited the Promise of Community Action.

**Board members present:**

Jenny Mongeau, Renee Backlund, John Docken, James Hamer, Lyle Hovland, Loren Ingebretsen, Sarah King, Ben Lien, Stephanie Miranowski, Barry Steen, Laurie Drewlow, Kristin Krile, Mari Dailey and Eloisa Pigeon.

**Members Absent:**

Excused Absences: Andrea Koczur, Michelle Werner, Ron Verhaagen, Lyle Hovland, Chris Peterson and Policy Council Rep., Vanessa Santoya.

**Employees and Others Present:**

Lori Schwartz, Executive Director; Brenda Montplaisir, Director of Finance; Colleen Murray, Director of Development and Operations; Julie Erickson, Agency Support.

**Auditors Report:** Marie Schmitz KDV – Prior to the board meeting, Marie met with the Audit Committee and presented the 2017-2018 Auditors Report. Marie presented a summary of the report to the entire board during the board meeting. Loren Ingebretsen made a motion to approve the Auditor's Report. Second: John Docken. Motion carried.

**Consent Agenda:**

James Hamer made a motion to approve the June 2018 Board Meeting minutes. Second: Laurie Drewlow. Motion carried.

**Finance Report:**

No Finance Committee Report due to the Audit Committee meeting prior to the board meeting.

James Hamer made a motion to approve the June 2018 Treasurer's reports. Second: Renee Backlund. Motion carried.

**Introductions:** New L & P board member, Mari Dailey was introduced to the board.

**Board Approval Items:**

- A. Silver Impala Vehicle Trade. Lyle Hovland made a motion to approve. Second: John Docken. Motion carried.
- B. Continuation Federal Head Start Grant Application. Laurie Drewlow made a motion to approve. Second: Sarah King. Motion carried.
- C. Succession Plan 2018-2019 (with board recommended that in the event something happens to both Lori Schwartz and Colleen Murray, the current board chair leads the short or long-term succession with the Leadership Team). Barry Steen made a motion to approve. Second: Ben Lien. Motion carried.
- D. Financial Policies & Procedures. Stephanie Miranowski made a motion to approve. Second: James Hamer. Motion carried.
- E. 990 Approval. Loren Ingebretsen made a motion to approve. Second: John Docken. Motion carried.

L & P Policies review – New policies and changes were presented, the board agreed the HR Committee should meet and review any additions or changes and bring to full board for a recommendation for approval.

## **Report Backs:**

Head Start PC Board Liaison Sarah King – Policy Council met last week. Moorhead Family Healthcare will be replacing Apple Tree Dental who will no longer be providing services as they are not able to meet Head Start regulations. Student attendance continues to be tracked and we are the best in the state. Every family in L & P Head Start is income eligible.

Head Start Policy Council Liaison Vanessa Santoya – No Report.

FCS Board Liaison – Barry Steen – Interviews are being held this week for a Housing Outreach Coordinator. At this time of year, the grants are due and Annual Reports are submitted.

## **Executive Director's Report:**

MinnCAP Conference is next week in St. Cloud. Andrea Koczur and Laurie Drewlow are attending on behalf of the board. Members of the leadership team and program managers are also attending. Lori and Colleen will both be presenting.

2018 Board Retreat will be held Friday, September 14<sup>th</sup> at our Belsly location in Moorhead. Time to be determined.

MCN will be hosting a forum with Rep. Lien, Rep. Marquart and Sen. Eken at 9:00 AM, August 20<sup>th</sup>, Meeting Room #4 at the Family Service Center, Moorhead. All are encouraged to attend.

Met with Rape and Abuse Crisis Center to discuss the spinoff of the Rainbow Bridge program. RACC is in the beginning stages of building a new facility, currently we agree to continue discussions but not ask the board to make any decisions until RACC has a firm plan for their facility needs.

Met with the REACH Board regarding the Dress for Success Program. L&P has been asked to acquire the DFS program. We are interested and feel that it meshes well with our mission but are in the early stages of research and would need to secure funding before any commitment. We are not ready to bring a recommendation to the board.

We have been granted funding for an intern to work with us regarding the Disaster Recovery Plan.

There will be an employee potluck picnic 5pm, Thursday August 2, at Johnson Park in north Moorhead.

Group Work Camp is this week in Wilkin County. 300 youth and their leaders are here from out of state to help with simple home repair projects such as painting, repairing stairs and building ramps. A huge thank you to Laurie Drewlow and Stephanie Miranowski and all the L&P employees who helped make this a success.

The Fargo Forum published an article on the Evidence Based Home Visitor grant, Lakes & Prairies was mentioned as receiving \$1.3 million.

Next board meeting will be August 23<sup>rd</sup>, 6:00 pm at 861 Belsly Blvd, Moorhead, Minnesota.

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 \_\_\_\_\_*