

**Meeting of the Board of Directors of
Lakes & Prairies Community Action Partnership, Inc.
On May 24th, 2018**

Andrea Koczur called the meeting to order at 6:10 p.m. at the Extension Office, in Breckenridge, Minnesota.

Board members present: Laurie Drewlow, Kristin Krile, Loren Ingebretsen, John Docken, Andrea Koczur, Stephanie Miranowski, Kristi Bivens, Eloisa Pigeon, Michelle Werner and Ron Verhaagen.

Members Absent: Excused Absences: Jenny Mongeau, Lyle Hovland, Ben Lien, James Hamer, Barry Steen, Renee Backlund, Heidi Durand, Sarah King 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.

Consent Agenda:

Loren Ingebretsen made a motion to approve the April 2018 Board Meeting minutes. Second: Stephanie Miranowski. Motion carried.

Finance Report:

Andrea Koczur presented the Finance Committee Report. The audit was finished last week. COLA 2.6% was discussed and deemed feasible.

John Docken made a motion to approve the April 2018 Treasurer's reports. Second: Eloisa Pigeon. Motion carried.

Board Approval Items:

Laurie Drewlow made a motion to approve the 2018 Signature Authority. Second: John Docken. Motion carried.

Kristin Krile made a motion to approve the 2.6% COLA. Second: Ron Verhaagen. Motion carried.

Laurie Drewlow made a motion to approve the Head Start State Grant Application. Second: Ron Verhaagen. Motion carried.

Michelle Werner made a motion to approve the Project HOPE Grant Application. Second: Laurie Drewlow. Motion carried.

Loren Ingebretsen made a motion to approve the Out of State Travel Request for Child Care Aware. Second: John Docken. Motion carried.

Stephanie Miranowski made a motion to approve the Out of State Travel Request for the National Partnership Conference. Second: Kristin Krile. Motion carried.

Kristin Krile made a motion to approve the Live Well at Home Grant Application. Second: Ron Verhaagen. Motion carried.

Laurie Drewlow made a motion to approve the HEACAT Grant Application. Second: Ron Verhaagen. Motion carried.

Kristin Krile made a motion to approve the STOP Grant Application. Second: Michelle Werner. Motion carried.

Kristi Bivens made a motion to approve the Safe Havens Grant Application. Second: Ron Verhaagen. Motion carried.

John Docken made a motion to approve the Head Start COLA Application. Second: Ron Verhaagen. Motion carried.

Informational:

Colleen Murray asked the Board to complete the Survey Monkey regarding the Executive Director's Annual Review. Results will be reviewed and discussed at the June board meeting.

Board Terms were reviewed and no board member terms had expired.

The 2018 Board Retreat was discussed and July 26th was determined feasible by the majority. The board was asked to share their wishes as to the content of the retreat. It will proceed the July board meeting at Grace Lutheran Church in Breckenridge.

Report Backs:

None due to absences.

Executive Director's Report:

Lori Schwartz & Colleen Murray have been recertified as ROMA-NG National Trainers. They will provide training to board members and other CAP agency's staff. Agencies from around the state have requested training. Lori and Colleen will accommodate training other agencies if it does not cause undue hardship for L&P.

Colleen and Lori presented at the State wide OEO/CSBG training in April.

Lori Schwartz is now on the United Way Campaign Cabinet for the 2018 campaign

Lori Schwartz presented the 2017 Annual Report to the Wilkin County Commissioners.

L & P is moving out of the Wilkin Family Services Building and has signed a new lease to rent office space for our Wilkin county staff. The potential to purchase a building in Wilkin County continues to be explored.

Lori Schwartz is on the Legislative Committee for MN CAP and has a designated area of CAPs that she is working with to strengthen legislative relationships.

MN CAP agencies held a conference call and a federal call to action with David Bradley earlier this month.

Lori Schwartz is on the search committee for Arnie Anderson's replacement. He will be retiring in 2019.

Francie Mathis was recently appointed new OEO Director.

L & P was awarded a United Way grant enabling us to hire another Senior Navigator.

CEP DEED Grant was also awarded to L&P and a New American Workforce case manager will be hired.

A meeting is scheduled with the Rape & Abuse Crisis Center to discuss possibilities for Rainbow Bridge.

The Family & Community Services Division continues to grow as grants are awarded and new staff hired.

DHS monitor visit will be held in June for Housing programs.

Wilkin County Food Drop was held last week in Campbell, Rothsay and Breckenridge. Area students and Lion's club members assisted the L & P staff and board members to provide food to almost 200 families.

The MNCAP conference will be held July 30th – August 2nd in St Cloud.

The Belsly location ribbon cutting and open house was held Friday the 18th and was a great success with staff, board members, partners, donors, parents, students and chamber members in attendance.

The 5K Charity Race was also held this past Friday. Nearly 30 staff and their family members participated.

Next board meeting will be June 28th, 6:00 pm at Grace Lutheran Church, Breckenridge, Moorhead.

Michelle Werner, Secretary

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