

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
BOARD OF DIRECTORS VIRTUAL MEETING
MINUTES
Thursday, February 15, 2024

PRESENT: Angela Evans (Chair), Ashley Primeau (PC Liaison), Jamie Green, Kris Woodburn, Lisa Marston (Treasurer), Sabena Vaughan

ABSENT: Jessica Durrant, Michael Cohen (Vice-Chair)

STAFF: Kaycee Cottone (IS/ERSEA Manager), Katherine Clayton (Executive Director), Jean Lehmann (Executive Administrative Assistant)

A quorum was established. Angela Evans called the meeting to order at 5:50 p.m.

STAFF PRESENTATION

1. ERSEA Training

IS/ERSEA Manager Kaycee Cottone gave a PowerPoint presentation on the ERSEA process as defined by the HS Program Performance Standard, with particular focus on eligibility and selection of children and families in the program.

CONSENT AGENDA

MOTION: **Jamie Green made a motion to accept the consent agenda as follows: January 18 minutes, status of grants in process/grants to be approved (Carpenter Foundation, Literacy Opportunity Fund, and renewal of the OCF Latino/x Community Engagement for Listo), December meals, February enrollment, February program information summary (PIS), and receipt of retirement audit communication. Lisa Marston seconded the motion; the motion carried.**

TREASURER'S REPORT

1. Financials

Financial statements are in order for December 2023.

MOTION: **Jamie Green made a motion to accept the December 2023 financial statements as presented. Ashley Primeau seconded the motion; the motion carried.**

EXECUTIVE DIRECTOR'S REPORT

1. Oregon HS Association (OHSA) Winter State Meeting

An agency team of Angela Evans, Katherine Clayton, staff, and parents went to the February 7-9 OHSA meeting in Salem. The event included breakout sessions and a presentation on leadership by Steven Fulmer.

2. Re-budgeting Request

Approval was requested to re-budget and replace the freezer at Alan Berlin Building B. Two proposals were recommended; the Board approved the higher of the two proposals.

MOTION: Sabena Vaughan made a motion to approve the higher of the two proposals to purchase a new freezer for ABB. Lisa Marston seconded the motion; the motion carried.

3. Training Opportunity: Oregon Nonprofit Leaders Conference

The Oregon Nonprofit Leaders Conference is scheduled for Monday, April 8 and Tuesday, April 9 in Ashland. For details, go to <https://nonprofitoregon.org/event/5112/>.

COMMITTEES

1. Facilities

The committee met and received updates on January 17 on the Williams, Illinois Valley, and other upcoming projects.

2. Investment

- The committee met on February 7 and reviewed the investment report and recommendations to maintain the 60/40 allocation in equities and fixed income for the Beverly Oliver Trust.
- To improve security at the Ashland center, a request was made to use funds from the Beverly Oliver Trust to replace the keyed entry locks for exterior doors into the center with a key card door lock system.

MOTION: Ashley Primeau made a motion to use the Beverly Oliver Trust Bequest for the Ashland Center to pay for the key card system as presented. Sabena Vaughan seconded the motion; the motion carried.

NEXT MEETING

The Board will meet Thursday, March 21, 2024.

ADJOURNMENT

MOTION: Jamie Green made a motion to adjourn the meeting. Ashley Primeau seconded the motion, and adjourned the meeting at 6:30 p.m.

Respectfully Submitted,

Jean Lehmann