

**SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.**  
**BOARD OF DIRECTORS VIRTUAL MEETING**  
**MINUTES**  
**Thursday, November 16, 2023**

**PRESENT:** Angela Alexander, Ashley Primeau (PC Liaison), Angela Alexander (Chair), Jamie Green, Jessica Durrant, Lisa Marston (Treasurer), Martha Ibarra, Sabena Vaughan

**ABSENT:** Jeny Grupe, Michael Cohen (Vice-Chair)

**STAFF:** Katherine Clayton (Executive Director), Deborah DeSarah (Finance Director), Jean Lehmann (Executive Administrative Assistant)

A quorum was established. The meeting was called to order at 5:55 p.m.

**STAFF PRESENTATION**

1. Fiscal Training

SOCFC is a 501(c)(3) nonprofit corporation funded by federal, state, and USDA/CACFP. A comprehensive explanation of the financial statements was provided by Finance Director Deborah DeSarah.

2. Financials

Financial statements are in order for September as explained above.

**MOTION:** Jessica Durrant made a motion to accept the September financial statements as presented. Martha Ibarra seconded the motion; the motion carried.

**CONSENT AGENDA**

**MOTION:** Lisa Marston made a motion to accept the consent agenda as follows: October 16 minutes, status of grants in process/grants to be approved (Lithia 4 Kids and City of Medford/Housing and Community Development Division for Listo), November enrollment, September meals, and November program information summary (PIS). Ashley Primeau seconded the motion; the motion carried.

**EXECUTIVE DIRECTOR'S REPORT**

1. Membership

- The Board welcomed PC Liaison Ashley Primeau.
- Katherine Clayton met with Kris Woodburn, Senior Vice-President at Evergreen Federal Bank in Grants Pass. A recommendation was made to accept his application as presented.

**MOTION:** Jessica Durrant made a motion to accept the application of Kris Woodburn for Board membership. Lisa Marston seconded the motion; the motion carried.

2. December Elections

Katherine Clayton gave a reminder that the slate of officers will be presented next month for a vote.

**COMMITTEES**

1. Policy Council (PC)

Ashley Primeau gave a recap of PC orientation and election of officers that were held last month.

**NEXT MEETING**

The Board will be meeting on Thursday, December 14.

The meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Jean Lehmann