

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
BOARD OF DIRECTORS MINUTES
Taprock Northwest Grill
971 S.E. 6th Street, Grants Pass, Oregon 97526
Thursday, September 18, 2025

PRESENT: Jessica Durrant, Kris Woodburn (Treasurer), Michael Cohen (Vice-Chair)

ABSENT: Angela Evans (Chair), Jamie Green, Sabena Vaughan

STAFF: Katherine Clayton (Executive Director), Angie Salazar (Executive Administrative Assistant), Jean Lehmann

The meeting was called to order at 6:00 p.m.

CONSENT AGENDA

MOTION: Jessica Durant made a motion to accept the consent agenda as follows: Status of grants in process/grants to be approved (City of Medford and the following foundations for Listo: Collins, Gordon Elwood, Carpenter, The Ford Family, and Northwest Health); May and June meals; June, July, and August enrollment and Quarter program goals monitoring reports; September program information summary (PIS); and receipt of ACF PI 25-02, agency and retirement audit reports and letters, IRS 990 with checklist, and CBA/Personnel Policies. Kris Woodburn seconded the motion; the motion carried pending

TREASURER'S REPORT

1. Financials

Financial statements for May, June, and July were in order as explained in the treasurer's reports.

MOTION: Jessica Durrant made a motion to accept the May, June, and July financial statements as presented. Kris Woodburn seconded the motion; the motion carried.

EXECUTIVE DIRECTOR'S REPORT

1. Application

A recommendation was made to accept the application of Kathy Stassi, former HR Director at Southern Oregon Head Start.

MOTION: Kris Woodburn made a motion to accept the application of Kathy Stassi for Board membership. Jessica Durant seconded the motion; the motion carried.

2. Recognition

Michael and Sabena in absentia were recognized for their dedication and service on the Board,

COMMITTEES

1. Early Childhood Advisory (ECA)
The committee met June 4, 2025. Topics included child and coaching outcomes, assessment form, and transition reports.
2. Health and Mental Health Services Advisory Committee (HaMSAC)
The committee met on June 12, 2025. Topics included a recap of the November 2024 meeting, updates, and concerns.
3. Policy Council
Election of officers and the first meeting for 2025-2026 are slated for October.

NEXT MEETING

The Board will meet on Thursday, October 16.

The meeting ended at 6:30 p.m.

Respectfully Submitted,

Jean Lehmann