

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
BOARD OF DIRECTORS MINUTES
The Private Room at River's Edge
1936 Rogue River Highway, Grants Pass, Oregon 97527
Thursday, June 16, 2022

PRESENT: Jamie Knight, Jeny Grupe (Treasurer), Lisa Marston, Michael Cohen, Tammy Free (PC Liaison)

ABSENT: Angela Alexander (Vice-Chair), Martha Ibarra, Susan Zottola (Chair)

GUESTS: Former Board member Sabena Vaughan

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

A quorum was established; Jeny Grupe called the meeting to order at 6:15 p.m.

EXECUTIVE DIRECTOR'S REPORT

1. New Vehicle Leases

The agency is planning to lease rather than purchase two vehicles to replace two damaged vehicles. A request was made to approve the 2021-2022 HS and EHS re-budgets for the vehicle leases.

MOTION: Michael Cohen made a motion to approve the 2021-2022 HS and EHS re-budgets for two vehicle leases as presented. Jamie Knight seconded the motion; the motion carried.

2. OPK Grant Amendments

The agency received notice from the state regarding the inflationary adjustments for 2021-2022 and the award for 2022-2023.

MOTION: Michael Cohen made a motion to approve the OPK grant amendments for HS and EHS. Tammy Free seconded the motion; the motion carried.

3. Collective Bargaining Agreement (CBA) Ratification

The agency and the union came to an agreement on the CBA for 2022-2025. HR provided a synopsis of changes to the contract.

MOTION: Jamie Knight made a motion to ratify the CBA between the agency and the union as presented. Michael Cohen seconded the motion; the motion carried.

4. End-of-Year Satisfaction Surveys

Katherine Clayton shared the results of the year-end satisfaction survey soliciting feedback from staff on agency communication and support during COVID. Overall results were positive.

EXECUTIVE SESSION

The Board went into executive session at 6:40 to discuss the Executive Director's performance and compensation. Open session resumed at 6:50 p.m.; the Board found the Executive Director's performance exceeded expectations, and approved a 10% salary increase for the Executive Director.

CONSENT AGENDA

MOTION: Jamie Knight made a motion to accept the consent agenda as follows: May 24, 2022 minutes; status of grants in process/grants to be approved; April meals; June monitoring report; and June program information summary. Tammy Free seconded the motion; the motion carried.

TREASURER'S REPORT

1. Financials
Financial statements for April are in order.

MOTION: Michael Cohen made a motion to accept the April financial statements as presented. Lisa Marston seconded the motion; the motion carried.

COMMITTEES

1. Facilities
The committee met yesterday. Topics discussed included the new Illinois Valley Center, remodeling and new playgrounds in Ashland and Redwood, key-cards at centers, landscaping to conserve water, replacing light bulbs with free LEDs from Energy Trust of Oregon; and recurring projects such as painting.

NEW BUSINESS

1. Summer Meetings
The Board will be contacted during the summer if action is required on emergent issues.
2. Board Meeting in 2022-2023
The Board agreed to meet via Teams next year except for special in-person meetings.
3. Board Recognition
The Board expressed their appreciation of Sabena Vaughan for many years of service to the children and families of SOCFC.

NEXT MEETING

The Board will be meeting via Teams on Thursday, September 15 at 5:45 p.m.

The meeting was adjourned at 7:15 p.m.

Respectfully Submitted,

Jean Lehmann