

**SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.**  
**BOARD OF DIRECTORS VIRTUAL MEETING**  
**MINUTES**  
**Thursday, February 17, 2022**

**PRESENT:** Angela Alexander, Jamie Knight, Lisa Marston (Vice-Chair), Martha Ibarra, Michael Cohen, Tammy Free (PC Liaison)

**ABSENT:** Jeny Grupe (Treasurer), Susan Zottola (Chair)

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

A quorum was established. Lisa Marston called the meeting to order at 5:45 p.m.

**CONSENT AGENDA**

**MOTION:** Michael Cohen made a motion to accept the consent agenda as follows: **January 20, 2022 minutes; updates of grants in process and grants to be approved (United Way for PFCE, Oregon Community Foundation Latinx Student Success Plan); December meals; February monitoring; February program information summary; and receipt of ACF Information Memorandum 22-01 and Program Instruction 22-01. Martha Ibarra seconded the motion; the motion carried.**

**TREASURER'S REPORT**

1. Financials

Financial statements are in order for December.

**MOTION:** Angela Alexander made a motion to accept the December financial statements as presented. Tammy Free seconded the motion; the motion carried.

**EXECUTIVE DIRECTOR'S REPORT**

1. Staffing Update

Katherine Clayton announced the following:

- Stephanie Finch has been promoted to Interim HS Director.
- Vedrene Holmes has been hired as Interim Assistant HS Director.
- Interviews are scheduled for next week for the Finance Director position as Tina Campbell will be leaving to pursue a new career.

**COMMITTEES**

1. Executive

Lisa Marston proceeded with election of the following nominees for the 2022 slate of officers:

**MOTION: Lisa Marston made a motion to accept Susan Zottola as Chair. Jamie Knight seconded the motion; the motion carried.**

**MOTION: Lisa Marston made a motion to accept Angela Alexander as Vice-Chair. Michael Cohen seconded the motion; the motion carried.**

**MOTION: Jamie Knight made a motion to accept Jeny Grupe as Treasurer. Lisa Marston seconded the motion; the motion carried.**

**NEXT MEETING**

The Board will meet via Teams on Thursday, March 17 at 5:45 p.m.

The meeting was adjourned at 6:00 p.m.

Respectfully Submitted,

Jean Lehmann