PRESENT: Dianne Strong-Summerhays, Jamie Knight (PC Liaison), Lisa Marston (Vice-Chair), Martha Ibarra, Michael Cohen, Sabena Vaughan, Susan Zottola (Chair)

ABSENT: Jeny Grupe (Treasurer)

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

A quorum was established. Susan Zottola called the meeting to order at 6:00 p.m.

EXECUTIVE DIRECTOR’S REPORT
1. Staff Survey
   Katherine Clayton shared the results of the year-end staff satisfaction survey soliciting feedback on agency communication and support during COVID. Overall results were strong.

EXECUTIVE SESSION
   The Board went into executive session from 6:30 to 6:40 p.m. to discuss the Executive Director’s performance and compensation, and found her performance satisfactory.

CONSENT AGENDA

MOTION: Dianne Strong-Summerhays made a motion to accept the consent agenda as follows: May 20, 2021 minutes; status of grants in process/grants to be approved (Oregon Department of Education Latinx Student Success Grant, Oregon Community Foundation [OCF] Community Rebuilding Fund, Oregon Department of Human Services Emergency Outreach and Wraparound Support Services, and OCF Community Grant Fund for Listo); April meals; June monitoring report; June program information summary; and receipt of Information Memorandum 21-02 and Program Instruction 21-04. Lisa Marston seconded the motion; the motion carried.

TREASURER’S REPORT
1. Financials
   Financial statements for April are in order.

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

2. Financial Audit Letter and Report
   The Board received the letter and financial report ending October 31, 2020 from the auditor. The agency received a clean, unmodified opinion with no internal control deficiencies and non-compliances.
MOTION: Michael Cohen made a motion to accept the financial audit and management letter ending October 31, 2020 as presented. Martha Ibarra seconded the motion; the motion carried.

COMMITTEES
1. Early Childhood Advisory
   The committee met on May 18. Members were asked to complete a survey on objectives important for kindergarten-readiness; the majority listed social/emotional development as critical for entering kindergarten.

2. Policy Council (PC)
   PC met on June 15; topics discussed included full on-site services for children in the fall and a sign-on bonus of $1,500.

NEW BUSINESS
1. Summer Meetings
   The Board will be contacted during the summer if action on emergent issues is required.

NEXT MEETING
   The Board will be meeting in person on Thursday, September 16 at 5:45 p.m. at the Main Office.

   The meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

Jean Lehmann