

**SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
BOARD OF DIRECTORS VIDEOCONFERENCE MINUTES
Thursday, November 19, 2020**

PRESENT: Jeny Grupe (Treasurer), Michael Cohen, Sabena Vaughan, Susan Zottola (Chair)

ABSENT: Dianne Strong-Summerhays, Lisa Marston (Vice-Chair), Martha Ibarra, Sandra Maxwell (PC Liaison)

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

A quorum was established; Susan called the meeting to order at 5:55 p.m.

CONSENT AGENDA

MOTION: Jeny Grupe made a motion to accept the consent agenda as follows: **October 15, 2020 minutes; status of grants in process/grants to be approved; October (recruitment) and November (enrollment) monitoring reports; October and November program information summaries; and receipt of ACF PI 20-06 and the Integrated Pest Management 2019-2020 report. Michael Cohen seconded the motion; the motion carried.**

TREASURER’S REPORT

1. Financials
Financial statements for September are in order.

MOTION: Sabena Vaughan made a motion to accept the September financial statements as presented. Michael Cohen seconded the motion; the motion carried.

EXECUTIVE DIRECTOR’S REPORT

1. Corporate Resolution: Fire Relief
 - HS/EHS family relief: A total of \$5,863.97 was awarded to 14 HS/EHS families who applied for aid, with \$5,500 in monetary aid from the community and Board, and \$363.97 in non-cash donations.
 - HS/EHS employee relief: A total of \$2,550 was awarded to 8 staff who applied for aid.
 - Listo relief: A total of \$7,000 in donations was awarded to 12 families who applied for aid.

2. Plan: Classroom Reopening Fall 2020

Katherine reviewed the phased plans for reopening classrooms:

Phase	Date	Jackson County	Josephine County
1	Opened OCT 26 with 10 children per classroom (about ½ the class)	<ul style="list-style-type: none"> • Alan Berlin-B: 1 Duration class • Progress: 1 EHS class • Rogue River center 	<ul style="list-style-type: none"> • EHS-Cave Junction: 1 class • EHS-Grants Pass High School center • Merlin center • Park View: 1 Duration class • Illinois Valley: 1 Duration class

Phase	Date	Jackson County	Josephine County
2	Opened NOV 9	<ul style="list-style-type: none"> • Central Point: 1 class • Phoenix/Talent: 1 class 	<ul style="list-style-type: none"> • Redwood: 1 class • Grants Pass High School Preschool Promise • Lorna Byrne Preschool Promise
3	Opening NOV 30	<ul style="list-style-type: none"> • Alan Berlin-A: 1 EHS class • Alan Berlin-B: 2 Duration classes • Alan Berlin-C: 1 EHS class • Ashland center • Central Point: 1 class • Eagle Point: 1 class 	<ul style="list-style-type: none"> • EHS-Grants Pass: 1 Older Toddler class • Park View: 1 Duration class and 1 Part-Day class • Redwood: 1 class • Riverside: 1 class

COMMITTEES

1. Executive

- *2021 Slate of Officers:* Current officers have expressed their willingness to serve another year.

MOTION: Sabena Vaughan made a motion to accept the 2021 slate of officers as follows: Susan Zottola, Chair; Lisa Marston, Vice-Chair; and Jeny Grupe, Treasurer. Michael Cohen seconded the motion; the motion carried.

- *Recruitment:* Sabena serves on the Oregon Head Start Association (OHSA) Executive Board, which recently extended the terms of its members for another year. Sabena is willing to align with OHSA's extension of membership and serve another year on the agency board.

2. Investment

The committee met and reviewed the investment report and recommendations to maintain the 60/40 allocation in equities and fixed income for the Beverly Oliver Trust.

3. Policy Council (PC)

- PC met on November 17 and approved amendments to their bylaws regarding quorum for PC meetings during COVID, and terms for PC state reps to align with OHSA.

MOTION: Michael Cohen made a motion to approve the amendments to the PC bylaws as presented. Sabena Vaughan seconded the motion; the motion carried.

- PC will be having an orientation for new members and election of new officers on December 10 and December 15. The new group will be having their first meeting on Tuesday, January 19.

NEXT MEETINGS

- The Board decided to cancel the December 17 meeting and address items requiring action via email.
- The joint meeting with PC on January 21 has been postponed until further notice. The Board, however, will hold its regular session on that day.

The meeting was adjourned at 6:25 p.m.

Respectfully Submitted,

Jean Lehmann