

Kids Central Incorporated Policy Council Meeting May 9, 2012

The Policy Council of Kids Central Incorporated met on May 9, 2012 at Kids Central's Administration office. Sue Coleman, Chairperson, called the meeting to order at 11:00 a.m.

Tabitha Harvey, Secretary, called the roll.

Present: Cassandra Cline, Brittany Mullins, Mike Standifur, Carolyn Mullins, Samantha Bowens, Stephanie Monge, Willie Wood, Virginia Collins, Bonita Stair, Sue Coleman, Tabitha Harvey, and Edward Hutchinson

Staff present: Darrell Edwards, Christy Fleming, Tammy Mullins, Terry Gentry, Lisa Bentley, and Lindsey Sturgill

Minutes

Tabitha Harvey presented the minutes from the last meeting (April 11, 2012). With no changes or corrections, **Samantha Bowens made a motion to approve the minutes. Cassandra Cline seconded the motion. Motion carried.**

Staff Reports

- Finance Report. Christy Fleming presented the Policy Council members with a copy of the preliminary financial statements. As of the end of April, we have used 81% of our budgeted funds.

- Enrollment and Attendance. Lisa Bentley reported we are fully enrolled. Attendance was down a little in April. We have been taking applications for 2012-2013.

- Education. Tammy reported that we need to present the written plans for approval. The written plans must be updated annually and the only changes are to staff titles and dates. **Carolyn Mullins made a motion to approve the written plans as presented. Virginia Collins seconded the motion. Motion carried.**

Tammy also presented copies of the Ongoing Monitor Manual that was presented and approved at last month's meeting.

- Disabilities. Terry Gentry reported that we have had a great year with disabilities. We have very good partnerships for services and the children are receiving great services.

- Nutrition. Mary Collins gave copies of the menus for 2012-2013. She states that we have added blueberries, lasagna, 1% milk, whole wheat bread, and peach cobbler. We will not be serving pop tarts. She also members the monthly Nutrition Nuggets handout for May.

Darrell noted that our food costs are over budget, however our reimbursements from USDA are received a month behind. **Carolyn Mullins made a motion to approve the 2012-2013 program menus. Cassandra Cline seconded the motion. Motion carried.**

- Family Involvement. Lindsey Sturgill reported that family days will start back in August. We had an estimated 1300 people attend the year end blast. It was very successful. Attendance of year-end program held at the centers was great. The Knoxville Zoo trip was a great success. Everyone enjoyed it and had a great time.

Policy Council Financial Report

Mike Standifur stated he will give the financial report and pass out the financial statements at the June 12th meeting.

Old Business

- Triennial Review. Darrell reported that the federal review was unannounced. They had a team of seven (7) people here for four (4) days. He is very proud – there were no findings. They pulled 135 children records, eighty (80) personnel records, reviewed bus records, conducted home visits, met with a group of parents, met with Board members, and met with Policy Council members. We have not received the report yet. They say it could be sixty (60) days. He wants everyone to know that he appreciates their efforts in making this program the success it is.

New Business

- Awards for Policy Council for 2011-2012. Darrell would like nominations for the 2011-2012 Policy Council awards. The awards will be presented at the June meeting.

Darrell also announced that it was important for members to attend the meetings in June, August and September. We will continue to have business to bring to the Policy Council during these months and need to meet our quorum before business can be conducted.

- Nominations for Officers. We need nominations for Officers for the Policy Council for the upcoming year. Please turn in nominations to Darrell before leaving.

- Amending of KCI 401(k) Plan. Darrell is proposing to eliminate early distribution penalties for employees 59 ½ and older. As of now, employees must either take out loans or have a hardship case in order to take withdrawal money from their account. This amendment would allow employees to withdraw funds and not pay a 10% penalty.

Comments/Discussions

No comments or discussions.

The next meeting of the Policy Council will be held with the Board of Directors, on Tuesday, June 12, 2012 at 11:00 a.m. at Kids Central's Administration Office.

With no further business, the meeting adjourned at 11:30 a.m.

Tabitha Harvey, Policy Council Secretary

Sandra Harvey, Recording Secretary