

Kids Central Incorporated Board of Directors Meeting April 15, 2008

The Board of Directors of Kids Central Incorporated met on April 15, 2008 at Kids Central's Administration Office in Esserville. Donald Baker, Chairperson, called the meeting to order at 11:02 a.m.

Board Members present: George Aichel, Teresa Adkins, Donald Baker, Edward Hutchinson, Jim O'Quinn, Shirley Rogers, Carl Mullins, Jason French, David Belcher, and Roy Munsey

Staff present: Darrell Edwards, Lisa Barton, Kim Austin, Chris Austin, and Sandra Harvey

Others present: Selena Kiser

Minutes:

Board members reviewed the minutes of the last meeting and with no comments or corrects, **Edward Hutchinson made a motion to approve the minutes of the last meeting. Jim O'Quinn seconded the motion. Motion carried.**

Finance Report

Lisa Barton gave Board members copies of the financial statements. She stated that we have spent approximately 73% of our Head Start and 78.5% of our Early Head Start funds. We still have two months left in our fiscal year.

We need \$170,000 for in-kind by the end of the year. Lisa feels that we will not have a problem meeting this amount.

Kids Central had a Certificate of Deposit mature yesterday. Lisa called local banks to get their CD rates. They are as follows:

- BB&T – 2.98% for 8 months
- New Peoples Bank – 3% for 6 months or 3.25% for 12 months
- Miners Exchange – 2.3% for 6 months or 2.75 for 12 months

Lisa recommends moving the CD to New Peoples Bank for 12 months.

Edward Hutchinson made a motion to move the above Certificate of Deposit to New Peoples Bank for 12 months for an interest rate of 3.25%. George Aichel seconded the motion. Motion carried.

We received a letter from the Regional Office yesterday officially approving our purchase of a new bus. A Certificate of Deposit in the amount of \$4175.45 will be cashed and used for the purchase of the bus.

We currently have \$5096.64 in non-Head Start funds that Lisa would like to place in a separate Certificate of Deposit at New Peoples Bank.

Roy Munsey made a motion to place \$5096.64 in a Certificate of Deposit at New Peoples Bank. Jim O'Quinn seconded the motion. Motion carried.

Policy Council Report

Jason French reported that the Policy Council met April 2nd with a quorum. Jason briefed the Board members on the outcomes of the meeting.

OLD BUSINESS

- Bus Purchase Update. Lisa gave the update on the bus purchase during her financial report.

NEW BUSINESS

- Policies and Procedures Manual. Darrell Edwards stated that the last edition of the manual was dated 2005 and it contained a lot of unnecessary verbiage. This edition is very user friendly. It will be located on the website for easy access. Members are to take their copies home and review the manual. We will ask for approval of the manual at May's meeting.

Lisa Barton stated that a couple of changes will be made to the manual. Minimum wage will increase in July, so we are going to make the change effective June 1. The policy on FMLA will be changed to incorporate a change made by the federal government to include leave time for military families.

- Change of operation for the Nita Bond and Wise Centers. Chris Austin gave members a copy of a proposal to change the Nita Bond center from a full-year full-day center to a part-year center. They do not have the attendance necessary for a full-year operation. The need of the children in that area is part-year. Wise center, on the other hand, could benefit from going to full-year. With the college open year-round, the potential is great to expand our relationship with the college.

George Aichel asked how many families this will affect at the Nita Bond center. Chris stated that two families would be adversely affected but that those children will be attending kindergarten this fall. This change will not be in effect until September 1st.

Shirley Rogers made a motion to change the Nita Bond center from a full-year full-day center to a part-year center and change the Wise center from a part-year center to a full-year full-day center. Edward Hutchinson seconded the motion. Motion carried.

NEW HIRES

Chris Austin stated the following people have been hired by Kids Central:

- o Megan Mullins – Bus Monitor at Clinchco
- o Bridget Helton – Part-Year Substitute

Jim O'Quinn made a motion to approve the above listed new hires. Shirley Rogers seconded the motion. Motion carried.

COMMENTS

Darrell Edwards made note that Selena Kiser was present and there was some business that was put on hold from the last meeting. Donald Baker asked Ms. Kiser to step out of the room while the Board discussed her membership.

After discussion among Board members, it was agreed that the Board would like to ask Ms. Kiser to be a member of the Educational Advisory Committee. The Board feels her expertise would be better utilized as a member of the Educational Advisory Committee.

Ms. Kiser stated she would take this information to her Supervisor and if they are in agreement, she would accept a position of the committee.

New Board Members/Slate of Officers for 2008 - 2009. Darrell Edwards stated because Shannon Scott was unable to make the meeting today, the Board will assemble their slate of Officers for 2008 – 2009 and vote in May and will install the officers in June.

Donald Baker announced that the next Board meeting will be May 20, 2008 at 11:00 a.m.

ADJOURNMENT

The meeting adjourned at 11:40 a.m.

Edward Hutchinson Sr.
Secretary

Sandra Harvey
Recording Secretary