

# Kids Central Incorporated

## Board of Directors & Policy Council Joint Meeting

### September 15, 2015

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The Board of Directors of Kids Central Incorporated met in joint session with the Policy Council on Tuesday, September 15, 2015 at Kids Central's Administration Office. Will Sturgill, President of the Board of Directors called the meeting to order at 11:00 a.m.

Board Members present:	Sister Bernie Kenney, Will Sturgill, Ed Hutchinson, Thomas Williams, Mike Standifur, David Belcher, Sherry Tabor, Harry Childress, Karen Davis, Ron Kendrick and Bill Dotson
Policy Council Members present:	Ida Mullins, Crystal Counts, Aneisha Chandler, Mary Collins, Scott Carter, Regina Hughes-Calvert, Sheila Martin, Amanda Raleigh, Steven Raleigh,
Staff present:	Darrell Edwards, Terry Gentry, Vernon Rose Jr., Lisa Bentley, Tammy Mullins, Regina Cantrell, Allen Couch, Paula Bates, Lindsey Sturgill and Jennifer Owens
Special Guests:	Charlene Muhammad and Chris Barnes

#### MINUTES:

The minutes of the August 2015 Board of Directors meeting were presented without correction.

**Board Member Sister Bernie Kenney made a motion to accept the August 2015 Board minutes as presented and David Belcher seconded the motion. Motion carried.**

The minutes of the August 2015 Policy Council meeting were presented without correction.

**Policy Council Member Aneisha Chandler made a motion to accept the August 2015 Policy Council minutes as presented and Regina Hughes-Calvert seconded the motion. Motion carried.**

#### COMPTROLLER REPORT:

The financial report usually presented at this time was not prepared. Our Comptroller had resigned and a search was underway to replace him. Mr. Ed Hutchinson, Board Member, suggested that the financial report be tabled for this month as we look for a new Comptroller.

**Without further discussion, Mr. Ed Hutchinson made a motion to table the Comptrollers Report for the month of September. Sister Bernie Kenney seconded the motion. Motion carried.**

#### MONTHLY UPDATES:

All department monthly updates were written for the Board and Policy Council due to the time constraints being imposed on the meeting. The reports are attached to these minutes.

## OLD BUSINESS

- Federal Review Update: Darrell Edwards reported that we still have had no word about the Environmental and Safety review conducted in May of this year. The report will be made available as soon as we get it from Head Start.

## NEW BUSINESS

- 2015-2016 Proposal for Key Hire: Darrell Edwards presented a report from the Board and Policy Council on the search for a replacement Comptroller. The position had been advertised since the beginning of the month in area newspapers, with the VEC (Virginia Employment Commission), and on the Virginia Head Start Association Web-page. The search yielded six applications and only one had the qualifications we needed for the position. A committee representing the Board and the Policy Council was put together for interview of our candidate. We also had the assistance of Tamara Gear from Thrower and Blanton, CPA's.

It was agreed that Kids Central, Inc. would offer the position to Laura Ann Taylor-Baugh of Wise pending approval from the Board and Policy Council and the Regional Office in Philadelphia. Ms. Taylor-Baugh was contacted and she agreed to take the position pending all approvals. She stated that she would be available to begin on October 1 if everything went as planned. This information along with Mrs. Taylor-Baugh's credentials were presented to the full Board and the Policy Council for approval.

**David Belcher, Board Member, made a motion to offer the position to Mrs. Taylor-Baugh pending approval from Philadelphia. Mike Standifur seconded the motion. With no further discussion the motion carried.**

**Ida Mullins from the Policy Council made a motion to accept Mrs. Taylor-Baugh as our candidate for Comptroller pending approval. Regina Hughes-Calvert seconded the motion. With no further discussion the motion carried.**

- 2014-2015 PIR Report: Terry Gentry presented the 2014-2015 Program Information Report (PIR) to the Board and Policy Council. The document was submitted on time and complete to the Head Start Enterprise System. The PIR document is the basis for our annual report which is due out in late October or early November.
- Auditor Engagement Letter: Darrell Edwards presented a letter from Jim Fern representing the Audit Firm chosen to complete the annual audit for Kids Central, Inc. The letter is the beginning of the process of getting an official Audit of our program completed as required under our grant. The letter needed to be signed acknowledging that we accepted Mr. Fern and his company as our Auditors for the Fiscal Year 2015.

Mr. Edwards asked the Board accept the engagement letter and to complete the engagement letter by signing it for return to Mr. Fern.

**Mr. Ed Hutchinson, Board Member, made the motion to complete the letter and engage Mr. Fern to complete our audit for fiscal 2015. Mr. Thomas Williams seconded the motion. Without further discussion the motion carried.**

FOR THE GOOD OF KIDS CENTRAL, INC.

Mr. Bill Dotson addressed the Board and the Policy Council stating that he will be retiring from the Mountain Empire Older Citizens on December 1, 2015. Mr. Dotson is the Executive Director of the Grand Parents Program a division of Mountain Empire Older Citizens. Mr. Dotson expressed what a ride it has been and how much fun he has had seeing people contributing to the lives of children and in return gaining independence and reassurance that they mean something and they have purpose. Mr. Dotson stated that he and his wife will travel and take it easy but he will remain on the board of Kids Central, Inc.

NEXT MEETING

The next Board of Directors meeting of Kids Central will be held on October 20, 2015 at 11:00 a.m. at Kids Central's Administration Office in Norton.

The next Policy Council meeting will be held on October 14, 2015 at 11:00 a.m. at Kids Central's Administration Office in Norton.

ADJOURNMENT

**With no further business, Board Member, Ron Kendrick made a motion to adjourn the meeting. Ed Hutchinson seconded the motion. Motion carried.**

**With no further business, Policy Council Member, Amanda Raleigh made a motion to adjourn the meeting. Mary Collins seconded the motion. Motion carried.**

**The meeting adjourned at 12:10 p.m.**

**The meeting continued with Charlene Muhammad and Chris Barnes presenting a training session on the roles and responsibilities of the governing bodies of Head Start. The meeting lasted until 2:30 p.m.**

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Thomas Williams  
Board of Directors Secretary

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Ida Mullins  
Policy Council Secretary