

**Schoharie County Community Action
Program Board of Directors Meeting
May 24, 2023**

Attendance:

Private Sector		
Member	Position	Attendance
<i>Rhonda Ferris</i>	<i>Secretary</i>	X
<i>Amanda Fernandez</i>		E
Vacancy		

Public Sector		
Member	Position	Attendance
<i>Earlin Rosa</i>	<i>Treasurer</i>	X
Shane Nickle		E
Vacancy		

Consumer Sector		
Member	Position	Attendance
<i>Pastor Ray Richards</i>	<i>Chair</i>	X
Brenda Morissette		X
Robin Ressler		X

Staff: Jeannette Spaulding – Executive Director - Excused

Meeting called to order at 5:06 PM by Pastor Ray Richards

Department Presentation: Community Engagement - presentation by Naomi Pickett

Board members opened discussion and shared ideas about the following:

- Member Robin Ressler inquired about what Naomi's position entailed, what were her responsibilities. Briefly Naomi explained that she oversees the department (of 2).
- The presentation also provided an overview of/progress on the current strategic plan goals.
- Member Pastor Ray Richards applauded the strategic goals that were in place and commented that we need to continue with them and mainly improve on them.
- Member Earlin Rosa inquired about the Facebook page and do we see a lot of traffic because of our posts. How many followers does SCCAP have on Facebook? Do the other local community pages follow SCCAP and assist with promoting SCCAP? Is Facebook effective? Are results being tracked?
 - Naomi expressed that "word of mouth" is our best advocate
- Member Pastor Ray Richards asked if SCCAP has done Press Releases? Postcards to Schools?
- What avenues do we use to get the word out about SCCAP?
 - My Shopper?
 - Mountain Eagle?
 - Times Journal?
 - WSDE – Radio Station?
 - Do any of these options provide a free form of weekly advertisement?

Standard 6.5 The governing board has received an update(s) on progress meeting the goals of the strategic plan within the past 12 months.

Approval of Minutes: *Motion made by Robin, seconded by Brenda to accept the April 2023 minutes. Motion accepted.*

Action Items: Rescinded – NONE

Committees of the Board:

Executive Committee: No meeting held.

Finance & Audit Committee:

Reviewed Items - Finance Agenda and Reports previously distributed.

- Ray provided an overview of the financial reports

Approval of Monthly Finance Reports: Motion made by Ray, seconded by Earlin to accept the monthly finance reports. Motion accepted.

Governance & Nominating Committee: No Meeting held.

Program Planning and Evaluation Committee: Pastor Ray reviewed the **CSBG Program Progress Report (PPR)** with the Board.

- Noted that Board Members need to complete their assigned training, that was due December 31, 2022.

Personnel Committee: No Meeting held.

Governance & Nominating Committee: No meeting held.

Program Planning and Evaluation Committee: No meeting held.

Personnel Committee: No meeting held.

Committees of the Corporation:

Community Needs Assessment: No meeting held.

Fundraising:

Reviewed fundraising updates

- Earlin shared that LaMont Engineering donated \$2,500.00 towards the CPR Training program initiative. Expressed it would be a great photo opportunity for both SCCAP and LaMont. A press release should be done. Rhonda mentioned that she has a separate meeting with Times Journal in the AM and will run some questions by them and will reach out to Jeannette regarding this idea.
- Discussed ideas about the BBQ's and the decision was made to hold off, due to time constraints.
- Discussed doing a Car Wash and selected two potential dates. June 10th or June 17th.

Executive Director Report: None - Executive Director Excused from meeting.

Old/New Business:

- Member Earlin said that he was absent from the meeting where the Agency Compensation Schedule Review took place and would like to discuss some questions he has about the proposed increases.
- Member Pastor Ray discussed the upcoming Annual Meeting to be held June 26th at the Cobleskill Country Club @ 8:30 a.m. A couple items to think about:
 - Rhonda's term as Secretary ends in the month of June. Does anyone wish to take on that position and Rhonda could step up to a different position on the board, i.e., Vice Chair?
 - Suggest to Jeannette the idea of reaching out to TJ about having someone attend the annual meeting to take pictures and run a press release about SCCAP.

Motion to adjourn 6:14 PM by Earlin.

Respectfully submitted,

Rhonda L. Ferris, Board Secretary

Next Board Meeting – Annual Meeting - Monday, June 26, 2023 @ 8:30 AM

Location: D&H 1929 Grill – Cobleskill Country Club