

Tri-Valley Opportunity Council, Inc.
Board of Directors Meeting
October 8, 2019

The Tri-Valley Opportunity Council, Inc. Board of Directors meeting was called to order at 6:30 p.m. at the Tri-Valley Administrative Office in Crookston, MN.

Board members present were M. Kroulik, S. Vonesh, N. Myers, M. Gunderson, G. Burris, G. Willhite, J. Duckstad, S. Kjono, D. Mack, S. Peterson, D. Diedrich, L. Hall, D. Svaren, and J. Rangel.

Staff members present were J. Carlson, N. Aaker, and D. Littlefield.

L. Hall moved to approve the Consent Agenda, which included the September 10, 2019, meeting minutes, Status Report, and Financial Report. Seconded by S. Peterson. Motion carried.

D. Diedrich, Treasurer, reported that last month's accounts payable, payroll, and credit card reports have been reviewed and they are in order.

J. Carlson presented the Chief Executive Officer report.

- The Norman County Low Income Sector position on the Board of Directors has been filled. There is also a potential new member for the Polk County Private Sector.
- The application of spray foam insulation has been completed in the Fournet building. The sky light repairs and elevator installation are being planned. The windows should be delivered by the end of October.

G. Burris moved to accept the Chief Executive Officer report. Seconded by J. Duckstad. Motion carried.

J. Carlson reviewed an Office of Head Start Information Memorandum that provides information about ways children in kinship care can be eligible for Head Start.

S. Vonesh volunteered to be the interim Head Start/Early Head Start Ad Hoc from the Board until such time a permanent Ad Hoc can be named.

D. Svaren moved to accept the Head Start, Child and Family Programs report. Seconded by D. Diedrich. Motion carried.

The Board Audit Finance Committee, D. Svaren and D. Diedrich, reviewed the RFPs and recommend that Wipfli be selected to perform Tri-Valley Opportunity Council, Inc. audit management. L. Hall moved to accept the recommendation. Seconded by S. Peterson. Motion carried.

Board approval was requested to approve the Family Homeless Prevention and Assistance Program (FHPAP) resolution that authorizes Tri-Valley Opportunity Council, Inc. to administer funds in the amount of \$416,852 made available through the Minnesota Housing Finance Agency Family Homelessness and Prevention and Assistance in the counties of Norman, Marshall, Polk, Red Lake, Pennington, Kittson, Lake of the Woods, Clearwater, and Roseau in Minnesota. G. Willhite moved to approve. Seconded by D. Svaren. Motion carried.

J. Carlson presented an update to the 2020 Benefit Eligibility Chart. An 11-month schedule was added for Head Start staff. D. Mack moved to approve the updated chart. Seconded by D. Diedrich. Motion carried.

The next meeting of the Board of Directors will be in conjunction with dinner at the Crookston Eagle's Club on Tuesday, December 5, 2019.

G. Burris moved to adjourn the meeting. Seconded by S. Peterson. Adjourned at 7:00 p.m.

Respectfully submitted,

Shawna Peterson
Secretary of the Board

SP: DEL