

COMMUNITY ACTION BOARD OF DIRECTORS MEETING
 SPECIAL LOCATION: Family Center, 90 Federal Street, Greenfield, MA 01301
TUESDAY, NOVEMBER 19, 2019
5:30pm to 8:30pm

	Item:	CSBG/HS&ELP Org. Standard:	Presenter:	Start Time:
	Call to Order & Quorum		Jackie Brousseau-Pereira	5:30pm
1.	Consent Agenda:			
	Head Start & Early Learning Programs:	HS 1302.102 (d)(1)(i)	Jackie Brousseau-Pereira	5:30pm
a.	August 2019 Approved Minutes			
b.	October 2019 Materials			
c.	2018-19 Progress on Program Goals			
d.	PIR Summary and Analysis			
	(VOTE to Accept 1a through 1d)			
e.	Community Action: September 17, 2019 Board Minutes (VOTE to Approve 1e)	DHCD 29.06(5)(g)(4)		
2.	HS&ELP Governance Training	HS 642 (d)(3) HS 1302 (m)(l)	Anat Weisenfreund	5:40pm
3.	HS&ELP Self-Assessment	HS 642 (d)(2)(f)	Anat Weisenfreund	6:00pm
4.	Community Action Board Training:			
a.	History of Community Action	CSBG 5.7 CSBG 5.8	Clare Higgins	6:05pm
b.	Programs & People		Clare Higgins	6:10pm
c.	Board Roles & Responsibilities		Clare Higgins	6:20pm
d.	Budget Overview		Laura LaBounty	6:30pm
e.	Financial Oversight Responsibilities		Laura LaBounty	6:35pm
f.	CSBG Overview		Becky Himlin	7:00pm
5.	Financial Reports:			
a.	CAPV September 2019	CSBG 8.7	Laura LaBounty	7:10pm
b.	CA Enterprises FY19 End of Year Report			
	(VOTE to Accept 5a and 5b)			
c.	Harmon/CAPV Management Agreement			
6.	CARSP and Strategic Plan Update	CSBG 6.5	Becky Himlin Ann Darling	7:20pm
7.	Executive Director's Report October 2019 (VOTE to Accept)	CSBG 5.9	Clare Higgins	7:35pm
8.	Election of Policy Council Member: Ellen Cain – Community Member/Liaison (VOTE to Approve)		Clare Higgins	7:50pm
9.	Update on Board Membership	CSBG 5.5	Clare Higgins	7:55pm
10.	Conflict of Interest Form	CSBG 5.6	Clare Higgins	8:00pm
	VOTE to ENTER Executive Session		Jackie Brousseau-Pereira	8:10pm
11.	Executive Director Performance Review (VOTE to Approve)	CSBG 7.4	Jackie Brousseau-Pereira	
	VOTE to CLOSE Executive Session		Jackie Brousseau-Pereira	
	VOTE to CLOSE the Meeting		Jackie Brousseau-Pereira	8:30pm

Next Board Meeting will begin at 5:30pm on Tuesday, January 21, 2020 at 393 Main Street, Greenfield, MA.