



Early Childhood Center Head Start

POLICY COUNCIL MEETING

Minutes

November 7, 2011

- I. The meeting was called to order by Roxanne Hall at 5:38 p.m. A quorum was established with four voting members present and one participating by speaker phone: Roxanne Hall, Erica Bell, Julie Ewing, Katherine Sutherlin, and Janet Everett (by phone). Executive Director, Steve Schwarz, and Director, Brenda Heimann, were also present.
- II. Roxanne Hall, Chairperson, established that a quorum was present.
- III. Roxanne Hall called for nominations for Vice-Chairperson to replace Charlotte DeLaCruz. Joseph Tijerina was nominated and approved unanimously.
- IV. Action Items from the agenda were considered:
 - A. Approval of the Minutes from the October 3, 2011 Policy Council meeting was discussed. The motion to approve the minutes was made by Katherine Sutherlin and seconded by Erica Bell. The motion passed unanimously.
 - B. Approval of the FY to Date Budget was discussed. Julie Ewing made the motion to approve the budget and it was seconded by Katherine Sutherlin. The motion passed unanimously.
- IV. The following training was given:

Policy Council Areas of Authority
- V. The following information items were distributed / reported:
 - A. Governing Board Training
 - B. Treasurer's Report
 - C. In-Kind and Volunteer Program Report
 - D. KISD Bulletin
 - E. Monthly Report
- VI. Adjournment: The meeting was adjourned by Roxanne Hall at 6:07 p.m.