

# OCDC Board Minutes For November Meeting

**Date:** 11/30/2023    **Minutes Taken By:** Scott Louis

**Members Present:** Rosa Yaeger, Jessica Filler, Scott Louis, Samson Boutchee, Alicia Sevier, Darren Larson, Kelly Hansen, David Colberg, Stephanie Cronin, Fern Barnett

**Staff Present:** Sue Glodt, Pat Hoffman, Kim Leiferman, Hannah Carda

**Call to Order at:** 12:01 pm    **Quorum established:** 12:01 pm

1. **Approval of Agenda:** Samson motions to approve agenda. Jessica 2nds. Motion carries.
2. **Announcements/Information:** Sue shared an announcement of proposed new performance standards she received recently. She is going to include them on December's agenda.
3. **Consent Agenda approved** – Jessica motions to approve Consent Agenda, Alicia 2nds. Motion carries.
  - a. Minutes
  - b. EHS Monthly Reports
  - c. HS Monthly Reports
  - d. Meals and Snacks
  - e. Financials
  - f. Credit Card Statement
4. **Policy Council Report- Alicia-** Alicia reported that the federal review team visited with them at the last meeting.
5. **Old Business-**
  - a. **Federal Review Update-** Sue reported that she hadn't heard anything back yet. Board that attended shared positive feedback.
6. **New Business-**
  - a. **Federal Grant Application-** Sue presented documents included in Board packet. Packet to be reviewed by December meeting for approval.
  - b. **Quarterly Federal Financial Reports-** Kim reviewed reports included in Board packet. Kelly motions to accept reports. Fern 2nds. Motion carries.
  - c. **Credit Card Application-** Kim discussed application for credit card. Card would be under agency id number instead of an employee's social security number. Karla retired and current credit card account was under her social security number. David motions to approve application, Samson 2nds. Motion carries.
  - d. **Resignation of Program Assistant- Joan Kohler-Patience- effective Mar. 29, 2024-** Jessica motions to accept resignation. Kelly 2nds. Motion carries.
7. **Training-**
  - a. **ERSEA/ Family & Community Engagement- Hannah-** Hannah shared duties and responsibilities with Board members present.

**Meeting adjourned-** Jessica motions to adjourn at 12:37pm. Kelly 2nds. Motion carries.

**Next Meeting-** Dec 14, 2023 next meeting.