

OCDC Board Minutes For March Meeting

Date: 3/20/2025 **Minutes Taken By:** Scott Louis

Members Present: Rosa Yaeger, Scott Louis, Kelly Hansen, Stephanie Cronin, Deb O'Reilly, Jessica Filler, Tami-Hogie Lorenze (via phone)

Staff Present: Sue Glodt, Pat Hoffman, Megan Linn, Rachel McGray, Michelle Broers, Tina Boxley

Call to Order at: 12:00 pm **Quorum established:** 12:00 pm

1. **Approval of Agenda:** Jessica motions to approve agenda. Steph 2nds. Motion carries.
2. **Announcements/Information:** April meeting is on a Wednesday.
3. **Consent Agenda:** Jessica motions to approve Consent Agenda. Steph 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- Rachael:** Sue shared that the agenda was the same except for insurance policy. Minutes of last PC meeting were in board packet.
5. **Old Business:** None
6. **New Business:**
 - a. **Insurance Policy-** Megan shared info and sent attachments via email prior to meeting. She reviewed those attachments and welcomed discussion. Covered changes that Sam Koenecke shared. Steph motions to approve policy recommendation. Jessica 2nds. Motion carries.
 - b. **ERSEA Policy-** Pat reviewed necessary changes. Jessica motions to approve ERSEA policy and selection criteria. Kelly 2nds. Motion carries.
 - c. **2025-2026 Parent Handbook-** Pat reviewed changes in handbooks for next year. Kelly motions to approve handbook with changes. Deb 2nds. Motion carries.
7. **Training:**
 - a. **Rachel-** Rachel shared duties and responsibilities. Reviewed the meal processes, dietary help to families, children served, events that she helps with.
 - b. **Health/ Safety- Tina/ Michelle-** Michelle and Tina shared their duties and responsibilities for the program and centers. Building inspections that they do for compliance. Safety and CPR training for all staff. Helping children and families stay up to date with health requirements.

Meeting adjourned- Jessica motions to adjourn at 12:32 pm. Kelly 2nds. Motion carries.

Next Meeting- Wed, April 30, 2025 @ OCDC. Lunch 11:30am, Business Mtg Noon.