



# AGENDA

Regular Meeting of the Board of Directors  
Tuesday, January 17, 2023

Hybrid Meeting

Virtual via Zoom Communications or  
In-Person at Cardinal Welcome Center  
930 Main Avenue · Crete NE

Wi-Fi Available—Ask Heather Lytle for Password

## PROMISE OF COMMUNITY ACTION

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.

**6:15PM WELCOME | DINNER HOSTED BY SONIA CORRAL & LISA EPP**

**6:30PM CALL TO ORDER—LUIS SOTELO, BOARD PRESIDENT**

*Please Silence Phones. If you must take a call, please excuse yourself briefly from the meeting. If participating virtually, please "mute" your mic or phone except for roll call, discussion, motions and voting.*

♦ **ATTENDANCE ROLL CALL**

♦ **GUEST & EMPLOYEE INTRODUCTIONS**

♦ **RECITE THE PROMISE OF COMMUNITY ACTION**

♦ **ANNOUNCEMENTS**

♦ **MINUTES OF THE NOVEMBER MEETING** (included in packet; roll call vote)

♦ **REPORTS TO THE BOARD** (included in packet)

♦ **COMMITTEE REPORTS—NONE**

♦ **OLD BUSINESS**

- A. Update on Progress of Head Start Building Grant: Tiffany Shonerd, Children Services Director
- B. Head Start Strategic Plan (included in packet): Tiffany Shonerd, Children Services Director

♦ **NEW BUSINESS**

- A. 2023 Board Committee Assignments (included in packet): President Sotelo
- B. Board Governance: Board Roles & Responsibilities: Shari Weber, CEO
- C. November & December Finance & Development Reports (included in packet; roll call vote): Jamie Swartz, Fiscal Director
- D. Head Start Annual Report (included in packet): Tiffany Shonerd, Children Services Director
- E. Resolution #2023-1—Delegation of Authority & Active Bank Accounts (included; roll call vote): Jamie Swartz, Fiscal Director
- F. Resolution #2023-2—Immunization Program Vehicle Purchase (included; roll call vote): Danielle Meade, Health & Nutrition Services Director
- G. Resolution #2023-3—Bid for ADA Modifications at Valley Heights I (included; roll call vote): Kim Clark, Housing Director
- H. Resolution #2023-4—Butler County CDBG Semi-Annual Report (included; roll call vote): Kim Clark, Housing Director
- I. Resolution #PC2023-1: Head Start Vehicle Purchases (included; roll call vote): Tiffany Shonerd, Children Services Director
- J. 2024 CSBG Application—Review of Draft: Shari Weber, CEO

♦ **SEATING OF MEMBERS** (roll call vote)—**NONE**

*Note: BVCA is awaiting word of appointed representatives from the York County Board of Commissioners and Gage County Board of Supervisors. If notification from their clerks is received prior to the meeting, the agenda will be revised.*

♦ **OTHER ANNOUNCEMENTS/CLOSING**

- A. 2022 Audit Presentation by Neil Phillips, CPA, via Zoom on February 13, 2023, from 12:00pm-1:00pm (see 12/29/22 email)
- B. Next meeting of the Board of Directors is on February 21, 2023, at Geneva Log Cabin in Geneva, Nebraska.
- C. Board Orientation will be held in February via Zoom. Date to be determined.

**8:30PM MEETING ADJOURNS (Approximate Time)**

If you cannot attend the meeting, please notify Heather Lytle, Administrative Director,  
at [changinglives@bvca.net](mailto:changinglives@bvca.net) or 1 (800) 822-2713 EXT.122.

## 2023 BOARD OFFICERS

Luis Sotelo, President; Julie Johnston-Hermann, Vice President; Mark Schoenrock, Secretary; and Luellen Schauer, Treasurer