



**Blue Valley  
Community  
Action**

# AGENDA

Regular Meeting of the Board of Directors  
Tuesday, August 19, 2025

Hybrid Meeting  
Virtual via Zoom Communications or  
In-Person at the Public Library  
1043 "G" Street · Geneva NE  
Wi-Fi Available—Ask Heather Lytle for login.

## 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 | MEAL WILL BE PROVIDED**

**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 JUNE MEETING** (included in packet; roll call vote)

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

♦ **COMMITTEE REPORTS**

A. Executive Committee: Luis Sotelo, President

1. Actions between meetings:

a. Approved Resolution #2025PC-10 to approve the total project cost for the construction of the Geneva Head Start facility and authorize J.L. Stutzman Contracting to serve as the general contractor for the project.

2. Executive Session

a. Shady Elm Apartments, Rising City

B. Audit Committee: Liesal Hoffman, Chair & Jamie Swartz, Liaison

a. Audit Contract Renewal

♦ **OLD BUSINESS—NONE**

♦ **NEW BUSINESS**

A. BVCA Bylaws Review (if recommendations are received, they will be emailed prior to meeting; roll call vote): Shari Weber, CEO

B. June & July Finance & Development Reports (included in packet; roll call vote): Jamie Swartz, Fiscal Director

C. Employee Policy Manual Revisions to Sick Leave Policy (to be emailed prior to meeting; roll call vote): Shari Weber, CEO

D. Resolution #2025-5—Annual Agency Budget (included in packet; roll call vote): Jamie Swartz, Fiscal Director

E. Resolution #2025PC-9—Head Start Budget Revision (included in packet; roll call vote): Kyanna Volkman, CS Director

F. Resolution #2025PC-11—EHS CCP Non-Federal Share Waiver (included in packet; roll call vote): Kyanna Volkman, CS Director

G. Review Board Membership & Begin Recruitment Process: Shari Weber, CEO

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

♦ **OTHER ANNOUNCEMENTS/CLOSING**

A. The next meeting of the Board of Directors will be held on October 21, 2025. It will be conducted as a hybrid meeting—in person at the Cattle Bank in Seward and virtually via Zoom Communications.

**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 (402) 729-2278 EXT.122.

## 2025 BOARD OFFICERS

Luis Sotelo, President; Mark Schoenrock, Vice President; Jeff Hammer, Secretary; and Liesal Hoffman, Treasurer