



GOVERNING BOARD MEETING MINUTES
956 South Main Street, Colville, WA 99114
July 25th, 2018

ATTENDANCE

Regular Member

- Don Dashiell
- Nathan Davis
- Dana DePaulo
- Mike Hansen
Haley Howes

- Steve Kiss
- Dorothy Knauss
Janet Koeppen
Lindsey Lawson
Joanie Matter
- David Nielsen
Russell Pelleberg
- Sue Poe
- Matt Schanz
John Smith
- Ken Smith
- Mark Stedman

Alternate Member

- Alyssa Arrell
- Kristin Elser
- Mike Frizzell
- Lynne Guhlke
- Richard Henry
- Scott Hutsell
- Judy Hutton
- Gary Kohler
- Mike Manus
- Steve Parker
- Shirley Sands
- Amy Trenkle
- Rob Willford

Staff

- Carolyn Campato
- Kelly Charlton
- Kathy Dugan
- Greg Knight

Indicates attendance

*Indicates attendance by an alternate member in place of a regular member

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- Governing Board Chairperson Ken Smith called the meeting to order at 5:50 PM and all in attendance introduced themselves.

- May 23, 2018 meeting minutes were reviewed: Don Dashiell motioned to approve the minutes, Nathan seconded and the motion carried.

COMMITTEE REPORTS

Executive Committee

No meeting

Finance Committee

No meeting

Administrative Committee

No meeting

Planning Committee

No meeting

Head Start Committee

No meeting

GOVERNING BOARD CHAIR REPORT

Governing Board Chairperson, Ken Smith, appointed David Nielsen as the new Planning Committee Chairperson.

EXECUTIVE DIRECTOR REPORT

Greg Knight, Executive Director, thanked all the Governing Board members for their dedication and hard work and for attending the annual Governing Board dinner.

- **May/June 2017 Finance Reports and P-Credit Card Reports**

All members in attendance reviewed the Finance Reports. Mark Stedman motioned to approve the reports, Mike Hanson seconded and the motion carried.

- Greg asked Kathy Dugan, retiring Finance Director, to comment on the recent 2018 Audit. Kathy reported the audit has been completed with no recommendations or findings. The audit will be presented to the Governing Board at a future meeting. Greg thanked Kathy for her hard work and stated Rural Resources is in the process of filling the Finance Director position.

- **Empire Health Grant**

This grant will provide the Community Connection Living program to assist rural residents with access to clean and/or hot water by providing funds for services such as hot water tank repair or replacement. Mark Steadman motioned to approve the grant, Steve Kiss seconded and the motion carried.

- **Consolidated Homeless Grant**

The increased funding from this grant will provide funding for the emergency shelters and rental assistance to at risk or homeless households. The grant will also help cover the cost of staff. David Nielsen motioned to approve the grant, Steve Kiss seconded, Mark Steadman abstained and the motion carried.

EXECUTIVE DIRECTOR REPORT CONT.

- **Head Start Self-Assessment Report, Head Start Policy Council By-Laws**
All members in attendance reviewed the Self-Assessment report and the By-Laws. Mark Stedman motioned to approve the report and the By-Laws, Sue Poe seconded and the motion carried.
- **Rural Resources Community Needs Assessment**
Rural Resources administered the Community Needs Assessment Survey of residents in Northeastern Washington during the winter of 2018 to better understand community and client access to and use of services. Greg stated there were 664 participants this year in comparison to the 358 participants during the last assessment.
- **San Poil Plaza Apartment Transfer**
After many months of finalizing the contract, the San Poil Plaza Apartment transfer should close by Monday July 30th. Along with the transfer, a \$54,000 grant will be included for improvements.

The meeting adjourned at 6:00 PM

Next Meeting

The next meeting is scheduled for Wednesday, September 26, 2018