



BOARD OF DIRECTORS MEETING NOTES September 15, 2022

I. Call to Order:

A. Board Chair, Ellie Gardner, called the meeting to order at 5:33 pm.

II. Community Action Mission Statement:

A. Community Action of Laramie County is a leader dedicated to reducing poverty in Laramie County by empowering people to achieve self-sufficiency through promoting access to healthcare, education, and advocacy with a network of community partnerships.

III. ROLL CALL:

A. Traci Kyser called the roll. **There was not a quorum present. No voting was held. This is only a record of events and notes on discussions held.**

Members Present

Ms. Ellie Gardner
Ms. Kat Jaber
Ms. Rachel Meeker (*)
Mr. Patrick Brady
Mr. Albert Rosario
Mr. Trevor Smith (*)
Ms. Catherine Young (*)
Ms. Lois Prickett (*)
Ms. Amanda Newell (*)
Mr. Jason Pearl
Ms. Olivia Samson (*)

(VC) Video Conference Attendance

* Excused

** Absent

Staff Present

Tim Ernst, Chief Executive Officer
CJ Luce, Chief Financial Officer, Assistant Treasurer to the Board (*)
Traci Kyser, Executive Assistant, Farmer's Market Manager, Assistant Secretary to the Board
Eric Walsh, SS / Kinship Program Director
Eli Burgess, ERAP Team Lead

Guest(s) present: Brent Dolence, Fiscal Officer

IV. Introductions:

A. No introductions were made.

V. Positive News:

- A. Kinship

VI. Correspondence:

- A. There was no correspondence. However, Mr. Tim Ernst noted that the Title III E and the CSBG contracts were signed and mailed. Additionally, he mentioned that the MAT grant from the Department of Health was nearly completed and would be returned shortly.

VII. Consent Agenda:

- A. No vote was held due to not having a quorum.

VIII. Standing and Special Reports:

A. Executive Committee:

- 1. Discussion on the upcoming Strategic Planning session
- 2. Discussion on Mission Statement for by-laws

B. Finance Committee

- 1. No vote was held due to not having a quorum

C. Self Sufficiency / Veteran's Services Committee

- 1. No vote was held due to not having a quorum
- 2. Discussion was had about having an office at the SRO's and it was almost complete
- 3. Discussion was had about the issues at the SRO's and how most have left or have been asked to leave.
- 4. The Veteran's Housing has an active waitlist and James is adapting well to the role.

D. Crossroads Healthcare Committee

- 1. No vote was held due to not having a quorum
- 2. Discussion was had about the Open House on October 19 at the clinic.

E. Kinship Support Services Committee

- 1. Discussion was had about Adopt a Family sponsorships and donations for the program.
- 2. Discussion was had on the lack of participation in the groups. Several of the Board Members are adding the Kinship Committee to their rosters to ensure forward movement on the program compliance aspect.

F. Farmers Market Committee

1. Discussion about News Channel 5 being onsite and the success of the market this year.

G. Fundraising Committee

1. Discussion about confirmation of caterer (Graffiti Cuisine) and ticket sales starting the 3rd week of this month. Baskets should be in the admin office by Mid October.

IX. Old Business:

X. New Business:

XI. Executive Session:

XII. For the good of the order:

XIII. Adjournment:

- A. Miss Ellie Gardner adjourned the meeting at 6:23 PM

Respectfully Submitted,



Traci Kyser
Executive Assistant

Approved,

Ms. Ellie Gardner
Board Chair