

Texas Migrant Council, Inc.
BOARD OF DIRECTORS
MONTHLY MEETING MINUTES

LOCATION: *Victoria One-Stop Center*
120 S. Main Place
Victoria, Texas

DATE: *May 22, 2004*

ROLL CALL:

MEMBER	PRESENT/ABSENT
Ms. Sandra Martinez, Board Chair	Present
Mr. Louis Dan Liskai, Board Vice-Chair	Present
Mr. Russell Donohue, Treasurer	Present
Ms. Grace Camargo, Secretary/PPC Liaison	Present
Ms. Maribel Garcia, SGT. At Arms	Present
Mr. Juan Jose Balli, Charter Member	Absent
Mr. Vidal Cantu, Jr., Charter Member	Present
Mr. Blas Castaneda	Absent
Mr. Edward Cortez	Absent
Mr. Francisco Flores	Present
Mr. Leonel Lopez	Present
Mr. Miguel Lopez	Present
Mr. Hilda Medrano	Absent
Ms. Blanca Munoz	Present
Ms. Diana Palacios	Present
Dr. MA. Alma Gonzalez-Perez	Absent
Ms. Lorena Cuellar, PPC President	Present

Gallery Present

Ms. Mary G. Capello	Chief Executive Officer
Ms. Wendy L. Kissman	BOD Executive Secretary
Mr. Terry Downey	Chief Financial Officer
Mrs. Isabel Flores	Guest
Ms. Teresa Belcik	Program Assistant
Ms. Carol Kolle	Center Director
Ms. Carmen Herrera	Career Development Supervisor
Ms. Mary Moreno	Child Care Service Supervisor
Mr. Henry Guajardo	WFC Monitor
Ms. Adriana Lopez	Guest
Ms. Kathy Hunt	Workforce Board Member
Ms. Laura Sanders	Workforce Administration Executive Director
Ms. Jane Gentry Smith	Workforce former Board Member

Agenda: (y) (n)

Materials provided/distributed: (y) (n)

Minute Taker: Ms. Wendy L. Kissman, BOD Executive Secretary

Item/Subject	Discussion Referenced materials, copies, etc.	Action/ Motions
I. Meeting Called to Order	Ms. Sandra Martinez, board chair, called the meeting to order at 10:15 a.m.	<i>Called to Order</i>
II. Roll Call	Ms. Grace Camargo, board secretary, called roll. Thirteen (13) out of seventeen (17) board members were present. Quorum was established.	<i>Quorum Established</i>
III. Action Items	<p>A. Approval of Consent Agenda Items (Previously emailed) Mr. Daniel Liskai, board member, moved to approve the Consent Agenda Items previously emailed.</p> <ul style="list-style-type: none">○ Mr. Francisco Flores, board member, seconded the motion.○ Approved Unanimously.○ No discussion. <p>B. Approval of Quality Assurance Policies Mr. Daniel Liskai, board member, moved to approve the Quality Assurance Policies as presented.</p> <ul style="list-style-type: none">○ Mr. Francisco Flores, board member, seconded the motion.○ Approved Unanimously.○ No discussion. <p>C. Approval of Risk Management Policies Ms. Grace Camargo, board member, moved to approve the Risk Management Policies as presented.</p> <ul style="list-style-type: none">○ Mr. Leonel Lopez, board member, seconded the motion.○ Approved Unanimously.○ No discussion. <p>D. Report on TMC Official Name Change Mr. Russell Donohue, board member, moved to approve Ms. Capello's recommendation to proceed with the name change process.</p> <ul style="list-style-type: none">○ Mr. Daniel Liskai, board member, seconded the motion.○ Approved Unanimously.○ No discussion <p>Ms. Mary Capello, CEO, orally reported on the progress of the TMC official name change project. Following Ms. Capello's report Ms. Sandra Martinez, board chair, appointed the following board members to assist Ms. Capello and the TMC staff committee with the name change proceedings:</p> <p style="padding-left: 40px;">Mr. Vidal Cantu Mr. Russell Donohue Ms. Lorena Cuellar</p>	<p><i>Handout Approved</i></p> <p><i>Handout Approved</i></p> <p><i>Handout Approved</i></p> <p><i>Oral Report Approved</i></p>

Board of Directors Approved on: June 12, 2004

<p>IV. Board of Directors Committee Reports</p>	<p>A. Executive/Planning/Quality Assurance Ms. Sandra Martinez, board chair, reported that this committee had not had the opportunity to meet since the last board meeting. A meeting is scheduled for Friday, May 28, 2004, at 5:00p.m.</p> <p>B. Fiscal/Insurance/Risk Management Mr Russell Donohue, committee chair, requested that the fiscal committee report be moved to executive session.</p> <p>C. Education/Programs Ms. Grace Camargo, committee chair, reported that this committee attempted to meet on Friday, May 21, 2004, but was not able to due to lack of quorum. Ms. Maribel Garcia, committee member, reported that the committee members are working closely with Ms. Alicia Yanez, MSHS Director, and Mr. Blas Reyes, Family Partnership Director, to provide information packets on parent education for all TMC parents by the June 4, 2004 Parent Policy Council Meeting.</p> <p>D. Legislative/By-Laws/Board Development/Personnel Mr. Dan Liskai, committee chair, reported that the committee had no official monthly report, but Mr. Liskai did inform the members of the board on his successful trip to the NMSHSA meeting in Washington, D.C.</p> <p>E. Special Advisory Board/Fundraising (Ad-hoc) Ms. Mary Capello, CEO, reported that the committee was scheduled to meet on Monday, May 10, 2004, but was unable to get full attendance. Mr. Henry Cisneros, Special Advisory Board Member, has requested that additional influential members be considered for this board.</p>	
<p>V. CEO's Monthly Report</p>	<p>Ms. Mary Capello, CEO, reported that she along with Mr. Terry Downey, CFO, and Ms. Wendy L. Kissman, BOD Executive Secretary, would be attending the Open House/Ribbon Cutting Ceremony for the Austin CCS Office on Wednesday, May 26, 2004. Ms. Capello also orally reported on her successful trip to the NMSHSA Meeting in Washington, D.C.</p>	<p><i>Handout</i></p>
<p>VI. PPC President/ Board Liaison Monthly Report</p>	<p>Ms. Lorna Cuellar, Parent Policy Council President, and Ms. Grace Camargo, Board Liaison, reported on their last month's activities.</p>	<p><i>Handout</i></p>
<p>VII. Board Chairs Monthly Report</p>	<p>Ms. Sandra Martinez, Board Chair, orally reported on last month's activities.</p>	<p><i>Oral Report</i></p>
<p>VIII. Fiscal Department Monthly Report</p>	<p>Ms. Mary Capello, CEO, requested that the fiscal department monthly reports be moved to executive session.</p>	<p><i>Handout</i></p>
<p>IX. Executive Session</p>	<p>The members of the board adjourned to executive session at 10:45a.m. The members of the board adjourned from executive session at 12:14p.m. No action was taken in executive session.</p>	

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X. Adjourn	<p>Mr. Leonel Lopez, board member, moved to adjourn.</p> <ul style="list-style-type: none"> ○ Mr. Vidal Cantu, board member, seconded the motion to adjourn. ○ Approved Unanimously. ○ No discussion. <p>Meeting Adjourns at 12:15p.m.</p> <p><i>* No recording of the monthly board meeting is available due to recording device malfunction.</i></p>	<i>Adjourned</i>
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APPROVED BY: _____
BOD Chairperson

WITNESSED BY: _____
BOD Secretary