

TMC
BOARD OF DIRECTORS
SEPTEMBER Bi- MONTHLY BOARD MEETING MINUTES

LOCATION: Conference Call

Date: September 13, 2008

ROLL CALL:

MEMBER	PRESENT/ABSENT	CHARTER MEMBER
Ms. Sandra Martinez, Board Chair	Present	
Mr. Louis Dan Liskai, Board Vice-Chair	Present	
Mr. Leonel Lopez, Treasurer	Present	
Ms. Grace Camargo, Secretary	Present	
Ms. Diana Palacios, SGT. At Arms	Present	
Mr. Juan Jose Balli	√	CHARTER MEMBER
Mr. Vidal Cantu, Jr.	√	CHARTER MEMBER
Mr. Blas Castaneda	Absent	
Judge Juan Velasquez	Present	
Mr. Francisco Flores	√	CHARTER MEMBER
Mr. Miguel Lopez	Present	
Dr. Hilda Medrano/PC Liaison	Present	
Ms. Blanca Munoz	Present	
Ms. Maribel Garcia	Absent	
Dr. Rene Cantu	Absent	
Mr. Juan Massey	Present	
Ms. Claudia Salazar PC President	Absent	

Agenda: (y) (n)

Materials provided/distributed: (y) (n)

Minute Taker: Ms. Minerva Mendoza

Item/Subject	Discussion Referenced materials, copies, etc.	Action/ Motions
I. Meeting Called to Order	Ms. Sandy Martinez, Board Chair, called the Bi-Monthly Board meeting to order at 10:10 a.m.	Called to Order
II. Roll Call	Ms. Sandy Martinez, Board Chair, called roll. Twelve (10) out of seventeen (17) board members were present. Quorum was established.	Quorum Established

III. Action Items

A. Approval of the Consent Agenda Items

1. Mr. Dan Liskai, Board Vice Chair, moved to approve the June 30, 2008 Bi- Monthly Board Meeting Minutes. Ms Grace Camargo noted the absences on the minute's roll call. Ms. Grace Camargo and Ms. Blanca Munoz were absent to the June 30, 2008 due to technical difficulties. The Executive Committee agreed to meet in October 2008 to discuss and excuse the absences because of technical difficulties and to review all as well as other absences for the year.
 - Dr. Hilda Medrano, Board Member, seconded.
 - **Approved Unanimously.**
 - No Discussion.
2. Mr. Dan Liskai, Board Vice Chair, moved to approve the Head Start and Early Head Start Organizational Chart. Ms. Mary Capello, CEO, recommended the following changes to the organizational chart: Specialist of Child and Family Services changed to Child and Family Services Director; HS/EHS CACFP Director changed to HS/EHS CACFP Manager; and Parent Involvement/In-Kind Director changed to Parent Involvement/In-Kind Manager. The board agreed to approve the recommended changes to the HS/EHS organizational chart.
 - Dr. Hilda Medrano, Board Member, seconded.
 - **Approved Unanimously.**
 - No Discussion.
3. Mr. Dan Liskai, Board Vice Chair, moved to approve the CACFP Infant, Toddler and Pre-School Menus for 2008-2009.
 - Dr. Hilda Medrano, Board Member, seconded.
 - **Approved Unanimously.**
 - No Discussion.
4. Mr. Dan Liskai, Board Vice Chair, moved to approve the scheduling of a Special Called Board Meeting in October 2008, to discuss and approve MSHS, and HS/EHS continuation proposals, and CEO Evaluation. The Board agreed to schedule the meeting on October 25, 2008 at 12 noon via conference call.
 - Dr. Hilda Medrano, Board Member, seconded.
 - **Approved Unanimously.**
 - No Discussion.

5. Mr. Dan Liskai, Board Vice Chair, moved to table the presentation on the 2008 Financial Audit by Mr. Milo Martinez until the Fiscal Committee meets on October 24, 2008. The audit presentation was rescheduled for the November 8, 2008 Board of Directors Bi-Monthly Meeting.
 - o Mr. Dan Liskai, Vice Chair, seconded.
 - o **Approved Unanimously.**
 - o No Discussion.

6. Mr. Dan Liskai, Vice Chair, moved to approve the Nevada Child and Adult Care Food Program (CACFP) Agreement.
 - o Dr. Hilda Medrano, Board Member, seconded.
 - o **Approved Unanimously.**
 - o No Discussion.

III. Reports

There were no Board of Directors' Committee Reports submitted.

Board Chair's Bi-Monthly Report: Discussion

Ms. Blanca Muñoz raised a concern about absences. If the Executive Committee is going to mark anyone absent, she would like for the board to have the item placed on the agenda and the information available prior to any board meetings. Also, Ms. Muñoz requested a report from Ms. Sandy Martinez, Board Chair, on her activities as Chair of TMC. She wants this report to reflect accountability for every month in a one page report. Mr. Dan Liskai stated that when the Executive Committee meets, Ms. Minnie Mendoza can type a report and distribute it to all the board. Ms. Sandy Martinez' responded was that when she meets with Ms. Capello, or when she discusses anything with Ms. Capello, she will put it in writing and share it with the rest of the board.

Policy Council President/ Board Liaison Bi-Monthly Report: Discussion

Dr. Hilda Medrano, PC Liaison, reported that the Policy Council met on September 6, 2008, Policy Council and did not meet quorum. The Policy Council re-scheduled the meeting for September 10, 2008. The Policy Council seated a new member from Indiana, Ms. Maria Esparaza. The Policy Council discussed parent training.

**Reports
Approved
Unanimously**

CEO Administration Report:

A. CEO Corporate Administration Report. Ms. Capello reported to the board that she gave all the board members a copy of the Department of Health & Human Services re-funding application letter as required by the federal government. Board Members need to be notified on all major correspondence according to the new responsibilities the Head Start Performance Standards. The continuation application for both the HS/EHS and the MSHS grant for budget period 02/01/2009 to 01/31/2010 are due on 11/01/2008. Both proposals will be ready before the due date so the board can review and approve on a timely manner. Ms. Capello reported that TMC received notice about Kendall County Regular Head Start. The Department of Health & Human Services decided not to fund any agency and is going to re-procure the contract. Ms. Capello reported that TMC kicked off the first golf tournament fundraising in the Rio Grande Valley. Mr. Leonel Lopez was thanked by Ms. Capello and the board for his leadership and hard work on this event. Mr. Lopez worked tirelessly to support and spearhead this 1st Annual TMC Golf Tournament. Ms. Capello reported to the board that the golf tournament has made a profit; although we do not have the final numbers because we are still collecting and receiving checks from our corporate friends. TMC has to fundraise \$175,000 before the year ends on January 31, 2009. A second golf tournament is scheduled for Zapata on October 25, 2008 and a third golf tournament is planned for Laredo on March 21, 2009. We are still pending a date to schedule a tournament in Victoria. Judge Velasquez was asked to secure a date for the Victoria Golf Tournament. Ms. Capello reported to the board that she and Mr. Jerald Sparenberg and Mr. Rene Gonzalez have been working on Fundraisers. Every month for the rest of the year and next year, TMC will be having fundraisers. Mr. Leonel Lopez and the fiscal committee will review the fundraising schedule and make a recommendations at the November 8, 2008 Bi-Monthly Board Meeting. Fortunately, TMC has received many calls from community leaders throughout the regions offering to help out with either concerts or raffles for our fundraisers. Ms. Capello expressed her gratitude to the board members that donated towards the Golf Tournament Fundraiser, especially, Mr. and Mrs. Leonel Lopez, Grace Camargo, Blanca Munoz, Dr. Hilda Medrano, and Mr & Mrs. Miguel Lopez participated in helping during the golf tournament. Ms. Capello also reported that she negotiated an indirect rate with TEEM and all new programs, which we will no longer have to raise in 2009. Dr. Medrano recommended an Early Literacy Conference as a fund raiser in the fall. Ms. Capello also reported on her plans for a Products

	<p>Development Department dealing with books and consulting. TEEM has been providing consulting services to the school districts requesting consulting services from TEEM and /or Quality Early Childhood Education Programs. TMC is developing a consulting fee package which will be used to finance and offset the indirect amount we have to raise in 2009. NCLR and TMC will be showcasing a publication, "Buenos Principios" as part of an Infant and Toddlers Roundtable on October 8, 2008 in Austin, Texas. In the area of the name change, TMC has met with a small committee of advisors and representatives from GSDM and AT&T. The group has already come up with some logos which are going to be further explored and presented to the Special Advisory Board. When a final recommendation is reached, hopefully by November, it will be presented to the board for approval of the new logo. One of the recommendations made so far is to stay away from using Teaching and Mentoring Communities because it is being confused for our name. GSDM and AT&T came up with other tag lines that represent the logo.</p> <p>B. Mr. Dan Liskai, Board Vice Chair, moved to approve the Administrations Reports, Financial Reports, Contracts Report, and Insurance Reports.</p> <ul style="list-style-type: none"> o Mr. Leonel Lopez, Treasurer, seconded. o Approved Unanimously. o No Discussion. 	
<p>IV. Sound-off Session</p>	<p>No Items to Discuss.</p>	
<p>V. Adjourn</p>	<p>Ms. Diana Palacios, Sgt at Arms, moved to adjourn.</p> <ul style="list-style-type: none"> o Mr. Leonel Lopez, Treasurer, seconded. o Approved Unanimously. o No discussion. <p>Meeting Adjourns at 12:46 p.m.</p>	<p>Adjourned</p>

APPROVED BY: Graciela Camay
 BOD Secretary