Meeting of Shutesbury, MA Community Action Pioneer Valley  
Tuesday November 19, 2019 5:30 PM EST

Family Center 90 Federal St., Greenfield

Board of Directors Meeting
Call to Order & Quorum Jackie Brousseau-Pereira 5:30pm
1. Consent Agenda: Head Start & Early Learning Programs: HS 1302.102(d)(1)(i) Jackie Brousseau-Pereira 5:30pm
   a. August 2019 Approved Minutes
   b. October 2019 Materials
   c. 2018-19 Progress on Program Goals
   d. PIR Summary and Analysis (VOTE to Accept 1a through 1d)
   e. Community Action: September 17, 2019 Board Minutes (VOTE to Approve 1e) DHCD 29.06(5)(g)(4)
2. HS&ELP Governance Training HS 642 (d)(3) HS 1302 (m)(l) Anat Weisenfreund 5:40pm
3. HS&ELP Self-Assessment HS 642(d)(2)(f) Anat Weisenfreund 6:00pm
4. Community Action Board Training:
   a. History of Community Action CSBG 5.7 CSBG 5.8 Clare Higgins 6:05pm
   b. Programs & People Clare Higgins 6:10pm
   c. Board Roles & Responsibilities Clare Higgins 6:20pm
   d. Budget Overview Laura LaBounty 6:30pm
   e. Financial Oversight Responsibilities Laura LaBounty 6:35pm
   f. CSBG Overview Becky Himlin 7:00pm
5. Financial Reports:
   a. CAPV September 2019 CSBG 8.7 Laura LaBounty 7:10pm
   b. CA Enterprises FY 19 End of Year Report (VOTE to Accept 5a and 5b)
   c. Harmon/CAPV Management Agreement
6. CARSP and Strategic Plan Update CSBG 6.5 Becky Himlin Ann Darling 7:20pm
7. Executive Director’s Report
   October 2019 (VOTE to Accept) CSBG 5.9 Clare Higgins 7:35pm
8. Election of Policy Council Member:
   Ellen Cain – Community Member/Liaison (VOTE to Approve) Clare Higgins 7:50pm
9. Update on Board Membership CSBG 5.5 Clare Higgins