

**NIHSDA
Board of Directors Meeting
July 8, 2004**

Call to Order: Mavany Verdugo, President, called the meeting to order at 11:09 a.m. PDST.

Roll Call: Connie Guillory, Secretary, called roll and a quorum was established.

| PRESENT | NOTIFIED | NOT NOTIFIED |
|--|---|---------------------|
| President – Mavany Verdugo Treasurer – Suellen Hixon Secretary - Connie Guillory Region 1 – Tina Saunooke Ann Belleau, Alt. Region 4 – Denise Keene Region 6 – Caroline Alcaida Region 7 - Dorothy McCloud Region 8 – Jane Metcalf Region 10 – Theo Bayou | President-Elect Lee Turney Region 2 - Amy Waukau Region 3 – Joyce Thomas Region 5 - Kathleen Sando Region 9 - Jessie Deardorf | |

Others present: Kathryn Helsel, MCS/TFA.

It was reported that Lee Turney was in the hospital recovering from a scheduled surgery. Flowers were sent to him and he is doing well. Mavany was on the road and requested Suellen Hixon to conduct the meeting.

Agenda Review. The Agenda was presented for approval. Agenda was approved with additions:

- < Strategic Planning recommendation,
- < Results of votes for 2005 and 2006 conference sites,
- < Number of staff allowed to attend Regional Conference, September 2004.

Denise Keene moved to accept the agenda as amended. Jane Metcalf seconded. Motion passed.

Minutes Approved. Minutes for June 5 & 10, 2004 were presented. Comments and/or revisions were requested. Suellen questioned page 2, Comments by Georgey Sparks, Chief, AI/AN Programs Branch specifically #4, #5 and #9. Discussion occurred surrounding further clarification of “under-enrollment,” “no more waivers” and criteria for supplemental funding. Caroline Alcaida moved to approve the additions. Denise Keene seconded. Minutes approved to include:

- #4. Under-enrollment will be scrutinized and programs must do everything to meet their funding level.
- #5. If a waiver request is made, the waiver will have to be well-documented and it may be approved on a case-by-case basis and not automatically approved.

- #9. The criteria for supplemental funding would be unusual circumstances, i.e., buses 15 years or older. Last year there were \$6 million dollars requested and only \$2 million available.

Treasurer's Report. Suellen gave the Treasurer's Report for approval. Theo Bayou moved to accept the Treasurer's Report. Caroline seconded. Treasurer's Report approved.

Suellen Hixon presented the draft Request For Proposal (RFP) for the Consultant Management Service in order to meet the time line established by the Membership Committee. Kathryn Helsel, signed off from the conversation to return when requested. It was noted that not everyone had received the draft RFP through email. Based on the fact that all Board members did not have the document, Suellen will resend the draft RFP. It was agreed upon that comments would be sent to Suellen by July 15.

Kathryn re-joined the meeting.

Membership Report. Kathryn gave an updated Membership Report and said that elections should occur in 60 days, from June 1 to August 1. The only programs allowed to vote in Regional elections are programs that have paid their membership dues and are current. Discussion followed regarding program funding and if programs were open during this time, June 1 to August 1.

Connie stated that the membership elections may have to be looked at like the corporate year when that was changed.

NIHSDA Conference interim wrap-up report.

1. The Conference was short by 44 registrants. Had we had full registration, there would have been an additional \$14,000.00 in revenue.
2. Total revenue at this time is \$147,194.00.
3. The Equipment/Rental line item overran by \$3,386.86. Equipment rental was very costly.
4. Consultant fees were met as estimated. The Association, as of this time, made a profit of \$46,456.64.
5. There is \$140,315.00 in the registration account, which will be transferred to the NIHSDA operations account this month. \$6,879.00 is in the checking account from credit card charges.
6. Greg Smith, Attorney for NIHSDA, is one (1) billing behind as of May. He will submit a bill for the Southwest trip he coordinated with HELP Committee staff person Stephanie Monroe and for attending Palm Springs meeting.

Unfinished Business. There is no unfinished business.

NEW BUSINESS

Standing Rock's Request. Connie moved to refund Standing Rock's request for \$1,500.00. Jane seconded. Motion passed.

Regional Election Process. Regional election notices were sent as dictated by NIHSDA Operations Manual.

How does the Board handle membership concerns?

How does the Board handle tribal membership concerns that have been documented at the Annual Membership Meeting in Palm Springs? The Executive Committee will set up times and dates to address action. Suellen said she will be gone about 2 weeks beginning July 19, 2004.

Annual Board Meeting, October 7 - 10, 2004.

The October face-to-face meeting was discussed. The dates were confirmed for October 7 - 10, 2004 in Worley, Idaho. This meeting is being held in conjunction with the Northwest Indian Head Start Consortium. Tentatively the agenda will include:

- < October 7 - open meeting beginning at 5:00 p.m. to 7:00 p.m.
- < October 8 and 9 will be strategic planning
- < October 10 will be one-half day

Dorothy McCloud moved to have the Executive Committee hire a consultant to assist the Board with strategic planning. Theo Bayou seconded. Motion passed.

Work Groups. Mavany discussed work group requests and the potential for Board members to participate. She said that NIHSDA Board's name is out there as a voice for early learning, birth to 5 in Indian Country.

Conference City Results. Kathryn gave the results from members who voted for conference cities. She reported that members were happy that they were given the opportunity to vote. The two (2) top vote getters were: Green Bay, Wisconsin and Portland, Oregon. Coming in at 3rd place was Washington, D.C. and 4th was Seattle, Washington. Kathryn will begin to look at the top two cities for hotels and access to and from the airport.

Attendance at Regional XI Training Conference. Discussion took place concerning whether or not AI/AN Programs Branch Program Specialists could tell a grantee how many staff could attend the Regional Meeting scheduled for September 2004. One program stated they were told how many they could send; the majority had not been told by their Program Specialists. There was no recommendation for action.

There being no further business, Connie moved to adjourn the meeting. Jane seconded. Meeting adjourned at 12:10 p.m. PDST.

/s/
Consuelo Guillory, Secretary

July 11, 2004