



**Northwest Michigan Community Action Agency
Board of Directors Annual Meeting**

Thursday, February 20, 2025
3963 Three Mile Road
Traverse City, MI 49686

NMCAA Mission: To foster positive change by providing opportunities that promote self-sufficiency, improving the quality of life, and building stronger, more connected communities.

NMCAA Vision: NMCAA drives the change that strengthens communities where ALL PEOPLE have opportunities to achieve their full potential.

Call to Order:

1. Welcome and Pledge of Allegiance

The meeting was called to order at 12:30p.m. by Board Chairperson, Art Jeannot.

2. Roll Call - Establish Quorum

Roll Call was taken, and a quorum was established.

3. Approval of the Agenda

Motion by Kat Byers, supported by Chuck Corwin, to approve the agenda.

Motion passed.

4. Membership Announcements

Grand Traverse County Public Sector Representative Fern Spence was assigned to replace Ashlea Walter.

Motion by Peachy Rentenbach, supported by Grace Ronkaitis, to approve Fern Spence's appointment as Grand Traverse County Public Sector Representative.

Motion passed.

5. Public Input

None.

6. Consent Agenda Items*

a. Meeting Minutes*

Approval of the NMCAA BOD Meeting Minutes from January 16, 2025

Motion by Sam Getsinger, supported by Gwenne Allgaier, to approve the Meeting Minutes from January 16, 2025.

Motion passed.

7. Items Removed from Consent Agenda:

None.

8. New Business or Action Items

Committee Reports

a. Development Committee Report (Melissa Thompson)

- Impacts of Brand Refresh, New Website and Social Media Engagement. Notable increase in online donations and website activity.
- Comedy for Community in support of Homeless Prevention on March 1, 2025, in Cadillac.
- FY24 reviewed with a FY 1Q YTD YOY Comparison.
- The Board of Directors Giving saw 7 Board members donating gifts (2 online, 5 in person) 11/21/2024 totaling: \$1,233.48 in Q1.
- Our Greatest Need (OGN): \$34,563.86 FY25 Q1 total.



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b. Governance Committee Report (Kat Byers)

- Kerry Baughman met with Kat Byers and Melanie Chaney before the board meeting to discuss By-Laws updates.
- Modernization Act language will provide remote flexibility.
- The Governance Committee will bring draft updates to the Board for review and approval.

c. Low-Income Home Energy Assistance Program (LIHEAP) Increase*-

Tish Stave, Housing & Energy Efficiency Services Director

- Increase in LIHEAP (Low Income Home Energy Assistance Program) allocation.
 - Original FY 25 Grant Amount: \$280,480.
 - Increase in allocation to \$813,694.
 - \$10,000 average cost per unit.
 - Enhances capacity to address health and safety issues in homes.

Motion by Sam Getsinger, supported by Melanie Chaney, to accept an increased LIHEAP allocation totaling \$813,694. Roll call was taken.

Motion passed unanimously.

d. The Diaper Bank Program (MI Dept of Health and Human Services) -

Kaylee Lovejoy, Compliance and Administrative Services Coordinator

- Diaper grant funded through Michigan Department of Health and Human Services (MDHHS)
- Offers supplemental diapers to qualifying families that meet Temporary Assistance for Needy Families (TANF) guidelines, or their income falls below 200% of the Federal Poverty Level.
- Families receive one sleeve of diapers a month; distribution is collaborated with local health departments and community partners as well as NMCAA's Child Development program.
- In FY23 NMCAA received around \$550,000 in funding; 19,000 diaper sleeves, wipes and ointments were distributed.

e. Rotary Charities Systems Change Accelerator Grant*-

Kerry Baughman, Executive Director

- Child Caring Now (CCN) was started in 2022 by Great Start Collaborative Traverse Bay. It is a cross-sector community initiative focused on strengthening the Early Care and Learning (ECL) system in a 5-county region.
- Applying for Rotary Charities Systems Change Accelerator Grant in March 2025. NMCAA would be the fiduciary and co-applicant along with Northwest Educational Services.
- Grant would assist the ongoing efforts in early childhood systems mapping and start up support for innovative models, as well as enhancing the current collaborative capacity of the CCN Network.

Motion by Peachy Rentenbach, supported by Sam Getsinger, to approve NMCAA as the fiduciary and co-applicant for the Child Caring Now application to Rotary Charities Systems Change Accelerator Grant opportunity due March 3, 2025. Roll call was taken.

Motion passed unanimously.



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9. Monthly Reports

- a. Head Start Policy Council Report – *Melanie Chaney, Head Start Policy Council Chairperson*
 - Melanie Chaney, Policy Council Chairperson reviewed the minutes from Head Start Policy Council held on February 13, 2025.
 - Meeting information and financials can be found under the Head Start Policy Council Monthly Documents on the SharePoint page.
 - The Wall Street Journal published an article with misinformation regarding the Head Start Program and a rebuttal was written to address.
 - Board members and staff are encouraged to let Shannon Phelps, Child and Family Development Director, know if they see any Head Start related press in their local news outlets.
 - On January 27, 2025, the Office of Management and Budget (OMB) issued a memorandum freezing funding for various agencies/programs, including Head Start. That freeze was rescinded less than 48 hours later.
 - Emphasis on clear communication and advocacy efforts.
- b. Executive Director Report - *Kerry Baughman, Executive Director*
 - The FY2024 WIPFLI Single Audit is in process and will be presented at the March 2025 Board of Directors meeting.
 - Bureau of Community Action and Economic Opportunity (BCAEO) PY2024 Bipartisan Infrastructure Legislation (BIL) Quality Assurance Monitoring for Weatherization in progress.
 - Department of Energy cancelled the upcoming review.
 - Office of Head Start Focus Area 1 Review took place February 10-12, 2025.
 - Board scorecard metrics and client satisfaction ratings reviewed.
 - Focus on strategic development and impact reporting.
 - 2025 Super Saturday Results recapped. 141 Households attended.

10. Board Comments

- Board members encouraged to share contacts and community engagements.
- Importance of advocacy and continued support in light of funding challenges.

Adjourn There being no further business to come before the board, the meeting was adjourned by Board Chairperson, Art Jeannot at 2:12pm.

Respectfully submitted by,
Debbie Bishop, *Secretary*
Aimee Muloin, *Recording Secretary*