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### **RUCD Mission Statement**

To create an environment of opportunities where  
Head Start & Early Head Start children and  
families are empowered to change their lives.

#### **Policy Council Members in Attendance:**

Molly McGann, Mary Pape, Sky Edmiston, Mindy Madsen, Karen Dolan, Holly Jensen, Karen Stephenson, Sami Rosequist

#### **Staff Members in Attendance:**

Keri Allred, Crystal Kobe, Nicky Vogrinec, Heele Eden

#### **Last Meeting Follow-up:**

1. Heele Eden gave a brief review of Robert's Rules.
2. There are three vacant officer positions on the Policy Council that need to be filled. Karen Stephensen volunteered for the secretary position. Karen Dolan volunteered for the Board of Directors position and Molly McGann volunteered for the UHSA Representative position. Mindy Madsen called for a motion to approve the open officer position volunteers. Karen Stephensen made a motion to approve the Secretary, Board of Directors member, and the UHSA Representative. Molly McGann seconded the motion to approve the Secretary and Board of Directors position. Mary Paper seconded the motion to approve the UHSA representative. All approved, motion carried.

#### **Welcome:**

Mindy Madsen welcomed everyone to the April 22nd, 2020, Policy Council Meeting.

#### **Quorum Declaration:**

Mindy Madsen declared a quorum with eight (8) members in attendance.

#### **Conflict Declaration**

No conflict declared.

#### **Agenda:**

April 22, 2020, Policy Council agenda was reviewed.

Mindy Madsen called for a motion to approve the agenda. Molly McGann made a motion to approve the April 22nd, 2020, Policy Council agenda. Mary Pape seconded the motion. All approved, motion carried.

### **Minutes:**

Mindy Madsen called for a motion to approve the Policy Council meeting minutes.

Karen Stephensen made a motion to approve the February 19th, 2020 Policy Council meeting minutes. Sky Edmiston seconded the motion. All approved, motion carried.

### **Monthly Reports:**

Mindy Madsen called for a motion to approve the monthly reports. Karen Stephensen made a motion to approve the monthly reports. Molly McGann seconded the motion. All approved, motion carried.

### **Agenda Items:**

1. **ACF Information Memorandum** - The memorandum regarding modular units was shared with the Policy Council in the shared google drive. Keri asked all staff to leave the meeting so that she could have a discussion with the Policy Council members in private.
2. **Quality Improvement Grant Approval** - The grant application was shared with the Policy Council members in the shared google drive. Keri Allred discussed how the program would be utilizing the Quality Improvement Grant if awarded, Policy Council members reviewed and discussed the Quality Improvement Grant application. Mindy Madsen called for a motion to approve the grant. Karen Dolan made a motion to approve the Quality Improvement Grant. Holly Jensen seconded the motion. All approved, motion carried.
3. **COLA Grant Approval** - The COLA Grant application was shared with the Policy Council members in the shared google drive. Keri Allred discussed how the program would be utilizing the COLA Grant if awarded, Policy Council members reviewed and discussed the Quality Improvement Grant application. Mindy Madsen called for a motion to approve the grant. Molly McGann made a motion to approve the COLA Grant. Karen Dolan seconded the motion. All approved, motion carried.

Mindy Madsen called for a motion to adjourn the meeting. Molly McGann made a motion to adjourn the April 22nd, 2020, Policy Council meeting. Holly Jensen seconded the motion. All approved, motion carried. Meeting closed.

### **Date and Time of Next Meeting:**

The next meeting is scheduled for May 20th, 2020 at 10:00 am.