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**Board Members in Attendance:** Patty Rigby, Nicole Steele, Scottie Draper, Janice Spillman

**RUCD Staff in Attendance:** Keri Allred, Crystal Kobe, Nicky Vogrinec, Heele Eden, Shanel Gray

### Housekeeping

1. Crystal Kobe made the suggestion that we switch from Zoom meetings to Google Meet for future meetings. The interface is more user friendly and easier to use. Board members agreed to make this change.
2. Keri Allred presented the Board of Directors information on DOMO. There is a concern regarding Board member attendance. Keri Allred shared the Rural Utah Child Development By-Law Section IV - Vacancies, regarding attendance of Board members. It was decided that a member will be contacted regarding their attendance and asked if they were still interested in serving on the Board of Directors before removing them from membership.
3. Ratification vote completed for Liz Bryner's next term on the Board of Directors. Patti Rigby asked for a motion to ratify Liz Bryner's next term to the Board of Directors. Nicole Steele made a motion to approve the reappointment of Liz Bryner to the Board of Directors. Janice Spillman seconded the motion. All approved, motion carried.
4. Janice Spillman will reach out to Ann Markowitz to see if she would like to serve on the Board of Directors.

### New Business

1. **Welcome:**  
Patti Rigby welcomed everyone to the meeting.
2. **Quorum Declaration:**  
Quorum Declared.
3. **Conflict Declaration:**  
None.

4. **Agenda Approval:**

The August 20th, 2020, agenda was reviewed. Due to lack of EHS COR data, an amendment needs to be made to the agenda. Item (7) EHS COR outcomes for the full year will be postponed until the next meeting. Patty Rigby asked for a motion to approve the amended August 20th, 2020, Board Agenda. Nicole Steele made a motion to approve the amended August 20th, 2020, Board Agenda. Janice Spillman seconded the motion. All approved, motion carried.

5. **June 18, 2020 Approval of Minutes:**

There were no minutes taken as there was not a quorum present. The April 23rd, 2020 meeting minutes will need to be approved at this time. Patty Rigby asked for a motion to approve the April 23rd, 2020 minutes. Nicole Steele made a motion to approve the April 23rd, 2020 Board Minutes. Scottie Draper seconded the motion. All approved, motion carried.

6. **Monthly Reports:** ERSEA, Health, School Readiness, Fiscal, Directors Report

June and July monthly reports were shared with the Board of Directors in the shared google drive. Patty Rigby asked for a motion to approve the June and July Monthly Reports. Janice Spillman made a motion to approve the June and July Monthly Reports. Nicole Steele seconded the motion. All approved, motion carried.

**Agenda Items:**

1. **FY21 Continuation Grant Approval** - Copies of the FY21 2021 Grant Proposal Executive Summary, RUCD Cost Allocation Plan, Program Goals 2020-2024, Self Assessment and Improvement Plan, Training and Technical Assistance Plan and the Annual Report were shared with the Board Members in the shared google drive. The Board members discussed the FY21 Continuation Grant.
  - a. Keri Allred reported that no changes were made to the RUCD Cost Allocation Plan at this time due to the COVID-19 pandemic.
  - b. Shanel Gray discussed adding School Readiness Objectives to Program Goals 2 and 3. The Board members in attendance approved the additional objectives.
  - c. The Self Assessment was completed and an Improvement Plan was created to look at strengths and gaps. RUCD will report 3 times yearly with improvement plan updates.
  - d. The Training and Technical Assistance Plan was created to monitor required training, 15 minute training will be included in the Board meetings according to the required training Board members need to receive.
  - e. The Annual Report data was reviewed.

Time was provided for any questions. Patti Rigby called for a motion to approve the FY21 Continuation Grant. Scottie Draper made a motion to approve the FY21 Continuation Grant. Janice Spillman seconded the motion. All approved, motion carried.

2. **Office of Head Start Notice: Funding Opportunities for Head Start/Early Head Start Expansion** - This notice was shared with the Board members through the shared google drive. Keri Allred reminded the Board of Directors that this is a very competitive grant and that the due date is September 21, 2020. Keri Allred has decided to use the same grant writer we have used in the past. This grant could possibly add 40 slots to our program.

Patty Rigby called for a motion to adjourn the meeting. Janice Spillman made a motion to adjourn the meeting. Scottie Draper seconded the motion. All approved, motion carried.

Meeting adjourned at 12:30 PM

The next meeting is scheduled for Thursday, October 8th, 2020 at 11:00 AM.