

Texas Migrant Council, Inc.
BOARD OF DIRECTORS
MONTHLY MEETING and MANDATORY TRAINING

LOCATION: *VPN with All Regional Offices*
Head Quarters, Donna Regional
Crystal City Regional

DATE: *May 9, 2005*

ROLL CALL:

<i>MEMBER</i>	<i>PRESENT/ABSENT</i>
Ms. Sandra Martinez, Chairwoman	Present
Mr. Daniel Liskai, Vice-Chairman	Absent
Mr. Russell Donohue, Treasurer	Present
Ms. Graciela Camargo, Secretary	Absent
Ms. Maribel Garcia, Sgt. At Arms	Absent
Mr. Juan Jose Balli, Charter Member	Present
Mr. Vidal Cantu, Jr., Charter Member	Absent
Mr. Blas Castaneda, Member	Absent
Mr. Francisco Flores, Member	Absent
Mr. Leonel Lopez, Member	Present
Mr. Miguel Lopez, Member	Absent
Dr. Hilda Medrano, Member	Present
Ms. Blanca Munoz, Member	Present
Ms. Diana Palacios, Member	Present
Ms. Lorena Cuellar, PC President	Present

Gallery Present

Ms. Mary G. Capello	Chief Executive Officer - HQ
Ms. Wendy L. Kissman	Board of Directors Executive Secretary - HQ
Mr. Dennis Shultz	Human Resource Director - HQ
Mr. Jerald Sparenberg	Chief Financial Officer - HQ
Mr. Javier Rodriguez	Computer Hardware Technician - HQ
Ms. Alicia Yanez	MSHS Director - Crystal City Regional Office
Ms. Carol Kolle	WorkForce Director - Golden Crescent Region
Ms. Feliciano Salinas	Secretary - Donna Regional Office
Mr. Nestor Atkinson	IT Director - Donna Regional Office
Ms. Carmen Valle	IT Personnel - Donna Regional Office

Agenda: (y) (n)

Materials provided/distributed: (y) (n)

Minute Taker: Wendy L. Kissman, Board of Directors Executive Secretary

Item/Subject	Discussion Referenced materials, copies, etc.	Action/ Motions
1. Meeting Called to Order	Ms. Sandra Martinez, board chair, called monthly board meeting to order at 9:45 a.m.	<i>Called to Order</i>
2. Roll Call	Ms. Sandra Martinez, board member, called roll. Eight (8) out of Fifteen (15) board members were present. Quorum was established.	<i>Quorum Established</i>
3. Action Items	A. Approval of Consent Agenda Items (Previously e-mailed) April Monthly Meeting Minutes, Contracts Reports, Workforce/CCMS Management Programs Report, MSHS Monthly Reports): Mr. Russell Donohue, board member, moved to approve the consent agenda items as presented. <ul style="list-style-type: none">o Ms. Blanca Munoz, board member, seconded.o Approved Unanimously.o No Discussion.	<i>Handouts Approved</i>
4. Board of Directors Committee Reports	A. Executive/Planning/Quality Assurance No meeting was held; no report submitted. B. Fiscal/Insurance/Risk Management No meeting was held; no report submitted. C. Education/Programs Written minutes of Friday, April 22, 2005, meeting submitted; no questions, no discussion. D. Legislative/By-Laws/Board Development No meeting was held; no report submitted. E. Special Advisory Board No meeting was held; no report submitted.	<i>Handout</i>
5. BOD Chairs Monthly Report	No report submitted.	
6. PPC President / Board Liaison Monthly Report	Written minutes of February 11, 2005 and March 21, 2005 Parent Policy Council meetings submitted; no questions, no discussion.	<i>Handouts</i>

<p>7. Chief Executive Officers Monthly Report</p>	<p>Ms. Mary Capello, CEO, reported that the CEO's April monthly report was emailed to the members of the board but she felt it was important to highlight such items as:</p> <ul style="list-style-type: none"> ☆ The progress of the Special Advisory Board Members' suggestion to create a revenue development plan of action and to look at the possibility of giving TMC a new name that is more representative of the services we provide and the states we operate in. ☆ The success of the 2005 Dia Los Ninos events and the creation of a video highlighting activity from all regions. ☆ The status of Head Start Reauthorization Bill in the House Senate and the great strides being made on behalf of the MSHS programs. <p>2004 One-Time MSHS funding granted; an additional 35 million dollars will be available for Migrant program expansion at \$5 million per grant. . Dr. Hilda Medrano offered assistance on writing the proposal.</p> <ul style="list-style-type: none"> ☆ Dr. Hilda Medrano, board member, requested for a person from the TMC Education component to start attending the board education committee meetings and provide updates on the progress of the education of the children. 	<p><i>Handout Emailed</i></p>
	<p>B. Texas Early Education Model (TEEM) Monthly report. No questions or comments were asked about the Texas Early Education Model monthly report.</p>	<p><i>Handouts</i></p>
	<p>C. Fiscal Monthly Report and/or other issues Mr. Jerald Sparenberg, CFO, reported that letters concerning the participation for the pension plan along with a pension plan package materials had been mailed out to eligible employees (October 2003 – August 2004). Mr. Sparenberg also reviewed the March Final Fiscal Report and the April Projected Fiscal Report with the members of the board; no action was needed or taken concerning the fiscal monthly reports. Mr. Russell Donohue, board member, requested the status on the GAAP implementation. Mr. Sparenberg stated that the charter accounts had been completed and work on the monthly accrual process was being worked on. Mr. Donohue asked Mr. Sparenberg when the board would be able to receive a GAAP compliance financial statement and balance sheet. Mr. Sparenberg expects to have GAAP reports by the end of summer. Mr. Donohue also requested that a GAAP status line item be added to the board agenda.</p>	<p><i>Handouts Emailed</i></p>
	<p>D. Human Resources/Risk Management Monthly Reports and/or Issues No questions or comments were asked about the Human Resources Monthly Report or on the Risk Management Monthly Report.</p>	<p><i>Handouts Emailed</i></p>

8. Executive Session	<p>The board adjourns into Executive Session at 10:45 a.m.</p> <p>A. Approval of recommendation to cancel the Saturday, July 9, 2005, Monthly Board Meeting.</p> <p>Mr. Russell Donohue, board member, moved to approve the recommendation to cancel the Saturday, July 9, 2005, Monthly Board Meeting</p> <ul style="list-style-type: none"> o Mr. Juan Jose Balli, board member, seconded. o Approved Unanimously. o Discussion in Executive Session <p>The board adjourns out of Executive Session at 11:15 a.m.</p>	<i>Approved</i>
9. Sound Off Session	Items in Sound off Session were addressed in Executive Session.	
10. Adjourn	<p>Mr. Juan Jose Balli, board member, moved to adjourn.</p> <ul style="list-style-type: none"> o Ms. Blanca Munoz, board member, seconded o Approved Unanimously. o No discussion. <p>Meeting Adjourns at 11:20 a.m.</p> <p><i>* A recording of the monthly board meeting is available, upon request, from Ms. Wendy L. Kissman, Board of Directors Executive Secretary.</i></p>	<i>Adjourned</i>

APPROVED BY:

Sandra Martinez
 BOD Chairman

WITNESSED BY:

Graciele Comoy
 BOD Secretary

APPROVAL DATE: June 11, 2005

BOD Approved on: June 11, 2005
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