

Texas Migrant Council, Inc.
DbA
New America Corporation
BOARD OF DIRECTORS
JANUARY MEETING MINUTES

LOCATION: COWPOKES
IH 35 AND HWY 140 EXIT 101
PEARSALL, TEXAS

DATE: JANUARY 20, 2007

ROLL CALL:

MEMBER	PRESENT/ABSENT
Ms. Sandra Martinez, Chairman	Present
Mr. Louis Daniel Liskai, Vice-Chairman	Present
Mr. Leonel Lopez, Treasurer	Present
Ms. Graciela Camargo, Secretary	Present
Ms. Maribel Garcia, Sgt. At Arms	Present
Mr. Juan Jose Balli, Charter Member	Absent
Mr. Vidal Cantu, Jr., Charter Member	Absent
Mr. Blas Castaneda, Member	Present
Mr. Francisco Flores, Member	Present
Mr. Miguel Lopez, Member	Absent
Dr. Hilda Medrano, Member	Present
Ms. Blanca Munoz, Member	Absent
Ms. Diana Palacios, Member	Present
Judge Juan Velasquez, Member	Present
Ms. Norma Gutierrez, PC President	Absent

Gallery Present

Ms. Mary G. Capello	Chief Executive Officer
Ms. Rosa E. Herrera	Administrative Assistant to the CEO and the BOD
Mr. Victor Yado	Interim Human Resource Director
Ms. Isabel Flores	Visitor
Mr. Jerald Sparenberg	Chief Financial Officer
Ms. Minerva Mendoza	Secretary
Ms. Cynthia Garcia	Migrant and Seasonal Head Start Director

Agenda: (y) (n)

Materials provided/distributed: (y) (n)

Minute Taker: Rosa E. Herrera, Administrative Assistant to the CEO and the BOD

Item/Subject	Discussion Referenced materials, copies, etc.	Action/ Motions
Meeting Called to Order	Ms. Sandra Martinez, Board Chair, called the meeting to order at 11:03 a.m.	<i>Called to Order</i>

II. Roll Call	<p>Ms. Graciela Camargo, Board Secretary, called roll. Ten (10) out of Fifteen (15) board members were present.</p> <p>Quorum was established.</p>	Quorum Established
III. Action Items	<p>A. Approval of Consent Agenda Items <i>(previously emailed)</i> Mr. Dan Liskai, Board Vice Chair, moved to approve the consent agenda items as presented to the members of the board. The consent agenda items included the Minutes of the special called meeting on November 11, 2006, the bi-monthly meeting on November 27, 2006, both special called meetings from December 4, 2006 and December 13, 2006, as well as, the Strategic Plan, the Monthly Reports on Contracts, Texas Early Education Model, Migrant Seasonal Head Start Program and the Workforce/CCMS Management Programs.</p> <ul style="list-style-type: none"> o Mr. Francisco Flores, Board Member, seconded. o Approved Unanimously. o No Discussion. <p>B. Election of Officers – Judge Juan Velasquez, Board Member and Co-Chair of the Board Development Committee, recommended the Board approve the recommendation of the Board Development Committee to re-elect Ms. Sandra Martinez as Board Chair, Mr. Daniel Liskai as Board Vice Chair, Ms. Grace Camargo as Secretary, Ms. Diana Palacios as Sgt. At Arms, Mr. Leonel Lopez as Treasurer and Dr. Hilda Medrano as Liaison. Mr. Blas Castañeda then recommended Mr. Dan Liskai to be the Board Chair and Judge Juan Velasquez to be the Vice Chair. Mr. Liskai and Judge Velasquez both declined and withdrew their nominations. Mr. Francisco Flores then moved to approve the recommendation of the Board Development Committee</p> <ul style="list-style-type: none"> o Dr. Hilda Medrano, Board member, seconded. o Approved Unanimously. o No Discussion. <p>C. Installation of Officers Frio County Judge Carlos Garcia officiated the installation of officers.</p>	<p>Handouts Approved</p> <p>Oral Report Approved</p>
IV. Board of Directors Committee Reports	<p>A. Executive/Planning/Quality Assurance No report; no meeting held.</p> <p>B. Fiscal/Insurance/Risk Management No report; no meeting held</p> <p>C. Education/Programs No report; no meeting held.</p>	

D. Legislative/By-Laws/Board Development/Personnel
 The Board Development Committee met on Wednesday, January 17, 2007, via conference call to discuss the polling of the Executive Committee to see if they still wanted to retain their positions on the Board. Judge Velasquez reported he had contacted all incumbents (except one) for the slate of officers to the Board of Directors for 2007 - 2008. Based on their responses, he recommended the following slate of officers: Ms. Sandy Martinez for Chair, Mr. Dan Liskai for Vice Chair, Ms. Grace Camargo for Secretary, Mr. Leonel Lopez for Treasurer, Ms. Diana Palacios for Sgt. At Arms/Parliamentarian and Dr. Hilda Medrano to continue as Board Liaison to the Policy Council. There were no other nominations from the floor.

E. Special Advisory Board
 No report; no meeting held.

V. BOD Chair's
 Monthly Report

Ms. Sandra Martinez, Board Chair, did not have a report.

VI. PC President -
 Board Liaison
 Monthly Report

Ms. Norma Gutierrez gave an oral report stating that the Policy Council had re-scheduled their meeting for Saturday, January 27, 2007 in Laredo, Texas. Ms. Gutierrez also reported that the Policy Council had attended a Parent Conference in New York and that there would be new Policy Council members for the next meeting.

Handouts

VII. CEO's
 Monthly Report

A. Review of CEO Monthly Report
 Ms. Mary Capello, CEO, recommended the nomination of Ms. Alana Rico and Dr. Rene Cantu for Nevada board members. The board of directors accepted both nominations and voted in favor. The CEO monthly report previously emailed to the members of the board, highlighted the following items: the Clark County Head Start and Early Head Start proposals, as well as, the problems encountered getting the proposals submitted timely due to Fed Ex mechanical problems. Ms. Capello also reported on the Head Start Expansion, an A T & T donation, a Women's City Club donation, the Ohio Investigation, the hiring of a Corporate Communications Manager, the negotiating of the Texas Early Education Model, the Golden Crescent CCMS and One Stop Programs, the Healthy Marriages contract, the State Directors interviews, the Special Advisory Board Meeting, and the Alamo Dedication. Ms. Capello requested the boards in raising money to be able to compete assistance for other programs. Dr. Medrano suggested Ms. Capello call a meeting to deal with fund raising and committed herself to forming a steering committee to start the 1st Annual TMC/NAC Early Childhood Conference. Dr. Medrano also said that a department of Research and Development should be implemented. Mr. Blas Castañeda said he would write a proposal to Kellogg. Mr.

Handout

Leonel Lopez said that there were a lot of corporations which could be contacted like Verizon, A T & T and the Rotary Foundation. A meeting was then scheduled for February 2, 2007, in the Corporate Office from 9:00 a.m. – 4:00 p.m. A list of Vendors' addresses and phone numbers, a list of success stories of Migrant Seasonal Head Start former students and a copy of the utilities and their contracts were requested by the Board for this Fund Raising Meeting.

B. Financial Monthly Report and/or Issues

- a. *January Financial Report.*
- b. *January Financial Statement*
- c. *MSHS Start up Expansion*
- d. *11/30/06 Financial reports*

Mr. Jerald Sparenberg, CFO, provided an oral review of all the fiscal reports.

C. Human Resources/Risk Management Monthly Report and/or Issues

- a. *Human Resources Monthly Report.*

Mr. Victor Yado reported that the Federal Review had gone well. He stated that a new system was in place in Human Resources that would let him know exactly who is responsible for what. He also reported an update to the policies in the Team Handbook. He reported that the Healthy Marriages Coordinator would start working on January 22, 2007, and the Corporate Communications Manager would start on February 1, 2007. Mr. Yado stated that the State Director in Nevada, the Regional Administrator for the Panhandle and the Human Resource Manager in Indiana would all be interviewed the following week. Also, he reported that he would start advertising for the Human Resources Director position. Lastly, Mr. Yado reported that the HRIS information of employees was 95% inputted and that it was up to the Human Resources personnel to maintain it.

- b. *Risk Management Monthly Report.*

No report was given.

VIII. Executive Session

Judge J. Velasquez, Board Member, moved to adjourn from Executive Session at 2:00 p.m.

- o Mr. Leonel Lopez, Board Member, seconded.
- o **Approved Unanimously.**
- o No Discussion.

IX. Sound off Session

Members of the Board had no item for Sound-off Session.

X. Adjourn	<p>Mr. Leonel Lopez, Board Member, moved to adjourn the January 20, 2007, Board Meeting.</p> <ul style="list-style-type: none">o Ms. Diana Palacios, Board Member, seconded.o Approved Unanimously.o No Discussion. <p>Meeting Adjourns at 3:00 p.m.</p> <p><i>* A recording of the monthly board meeting is available upon request, from Ms. Rosa E. Herrera, Administrative Assistant to the CEO and the BOD.</i></p>	<i>Adjourned</i>
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APPROVED BY: *Sandra Martinez*
BOD Chairman

WITNESSED BY: *Graciela Comoy*
BOD Secretary