



Community Action Partnership of North Alabama, Inc.

1909 CENTRAL PKWY, SW
DECATUR, AL 35601
www.capna.org
Phone: 256-355-7843
Fax: 256-355-7953
mail@capna.org

Community Action Partnership of North Alabama, Inc.
Board of Directors Meeting
June 23, 2011 5:30 P.M.
Central Office
Decatur, Alabama

Board Meeting Minutes

The Community Action Partnership of North Alabama, Inc. Board of Directors meeting was called to order at 5:35 p.m. by Jim Turner, Board Chair and Private Sector representative.

Board members in attendance: Cleo McDaniel, Matt Holmes, Carolyn Orr, Pat Gilbert, Darris Frost, Jim Turner, Annette Creest, Mike Bates, Kim Hood, Shelly Waters, Kenneth Kilgo, George Spear, Bruce Gordon

Board members absent: Alicia Ford, Christine Garner, Todd Russell, Ray Alexander

Advisors present: None

Advisors absent: Debbie Twilley, Johnny Turner, Murphy Brown, Nancy Train, Lorri Lee, Daniel Tidwell.

Staff in attendance: Michael Tubbs, Allison Speegle, Fred Harvey, Tamisha Sales, Richard Lyons, Angela Warren, Lorri Mauro

Board Attorney: Bingham Edwards

Guests in Attendance: Irvin Strickland, Steven Strickland

Our Mission

The Community Action Partnership of North Alabama, a results-driven non-profit business, is committed to reducing or eliminating the causes and consequences of poverty.

Board Chair Comments

Jim Turner welcomed those in attendance. Michael Tubbs introduced staff and auditors.

Roll Call

Allison Speegle called roll and quorum was established.

Reciting of the Mission

The mission statement of the Partnership was recited by all.

Acceptance of March 22, 2011 Minutes

Jim Turner opened the floor for questions/discussion on the March 22, 2011 minutes which were not approved at the May meeting due to lack of quorum. General consensus of the meeting shall be recorded that the minutes of March 22, 2011 stand approved.

The floor was opened for questions/discussion on the May 24, 2011 record of meeting, which did not have a quorum. General consensus of the meeting shall be recorded that the record of meeting stand approved.

Financial Committee Report

Jim Turner reported that the Financial Committee met on June 16th. The financial reports were reviewed and discussed in detail, along with the audit. Fred Harvey restated that if a board member has questions about the financial reports to contact him.

The floor was opened for questions/discussion regarding the financial reports. General consensus of the meeting shall be recorded that the financial reports stand approved.

Audit Approval

Fred Harvey stated that an Audit RFP is required every 3 years. The agency has been very fortunate to have a qualified local firm such as Wear, Howell, Strickland, Quinn and Law, LLC. This is an A-133 audit, which is complicated, and the auditing firm of choice must have certain qualifications in order to do audit. Irvin Strickland stated that Fred Harvey and his staff do an excellent job. Everything went well with the audit. There is an unqualified opinion on finances with the exception of the South Carolina housing property, of which an audit was not available.

Lorrie Mauro has done an excellent job in compiling information on the entities. The financial statements reflect an increase over the last year from 4 million to 37 million in total assets. Irvin Strickland reviewed page one and two which is the Independent Auditor's Report; Schedule of Findings and Questioned Costs on page 48 and 49. Page 49 also listed questioned costs from the prior year of 2009 in the amount of \$41,150 in the Foster Grandparent/Senior Companion Program. These costs were as a result of volunteers being ineligible to work for the program based on income guidelines. Fred Harvey stated this has been resolved and reduced to less than \$10,000.00. We are awaiting further instructions from the funding source.

Fred Harvey stated the agency has nine months after the fiscal year-end to complete the audit, however, NeighborWorks requires the audit to be completed six months of year end. The audit cannot be sent to any funding sources until the board has approved it. He stated this is the most in-depth audit the agency has had as a result of the consolidated housing entities.

The floor was opened for questions/discussion on the audit. General consensus of the meeting shall be recorded that the audit stands approved.

Approval of Head Start Expansion Grants

Fred Harvey referenced the Proposed Head Start budget (2011-2012) members received. The first column, Previously Approved 11/12 Budget is the regular Head Start grant approved by the board in March. The second and third columns (shaded columns), HS Exp. Budget and EHS Exp is the two separate stimulus grants which ends September 30th, however, the program received a Head Start allocation to cover the amount of stimulus money and on October 1st these funds will roll into the regular Head Start grant to continue the classrooms funded by the stimulus money. The fourth column is the Total Budget.

The floor was opened for questions/discussion on the Head Start Expansion Grants. General consensus of the meeting shall be recorded that the Head Start Expansion Grants stand approved.

Housing Committee Report

Matt Holmes, committee member, stated the housing committee met at 4:00 p.m. this afternoon. The occupancy rates and cash flow on the apartment complexes are good. The committee approved the next steps for the Village at Blackwell Farms project in Jasper, Alabama. Application has been submitted. Jim Turner stated that board received a copy of the Resolution regarding this project to approve. The resolution gives the Housing Committee the authority to make decisions on behalf of the Board of Directors for this particular project. Jim Turner read paragraph one on page two of the resolution. Bingham Edwards, Legal Counsel to the Board has reviewed and approved resolution. The floor was opened for questions/discussion on the Resolution pertaining to The Village at Blackwell Farms. General consensus of the meeting shall be recorded that the resolution for The Village at Blackwell Farms stands approved.

Other Business

Michael Tubbs reported that Amy Speegle, Cullman County Community Sector, submitted her resignation from the Board of Directors. She has taken a new job that will prevent her from being able to attend the meeting. In accordance with the By-Laws this slot must be filled within the next 60 days.

Mayor Ray Alexander, Lawrence Count Public Sector, has made the decision to appoint Lawanna Pitts to serve in the Mayor's slot. As soon as she is appointed she will be seated.

Michael Tubbs gave a status report on the 3 county offices. It was reported that all 3 county offices are open and serving clients with limited staff. The winter heating allocation has been spent and are currently serving clients for the summer cooling season. We anticipate having enough funds to operate through 9/30. After that we will have to wait to see what level CSBG will be funded at in order to determine how to move forward. Fred Harvey reinforced that the agency is financially strong. He did remind members that it is not permissible to use administrative funds from one grant to support another grant.

Mike Bates shared with the Board that when the tornados came through in April and destroyed the Red Cross office in Cullman, that the Partnership called and offered office space at the Cullman office at no charge. As of date they are still occupying space and are very grateful. He encouraged all board members to visit the offices and see the day to day operation and observe the help that is given to the clients. "It is an amazing thing to watch", Mike Bates stated.

Michael Tubbs shared that the agency was able to give a donation to the Red Cross in Morgan and Cullman counties. The agency received a \$100,000 donation from NeighborWorks for emergency assistance for individuals who fell through the cracks with FEMA. Jim Turner stated that the two reasons the agency is involved in housing is that it will provide unrestricted revenue and provide affordable housing for low income people.


Pat Gilbert invited Board members to the Baileyton Senior Center Open House on Sunday, June 26th, from 1-4 p.m.

Next Scheduled Board Meeting

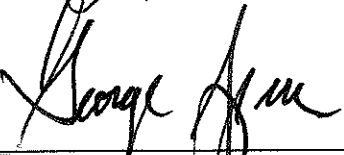
The next scheduled board meeting is July 26th. Due to the fact that this meeting is a follow up to the May 24th meeting, which did not have a quorum, the decision was made that the board would not meet in July and would pick up with the next scheduled meeting on September 20th.

There being no further business the meeting adjourned at 6:28 p.m.


Minutes submitted by Allison Speegle



Jim Turner, Board Chair



George Spear, Board Secretary



Reviewed by Michael Tubbs