

DAKOTA PRAIRIE COMMUNITY ACTION AGENCY
BOARD OF DIRECTOR'S
BOARD MEETING MINUTES
NOVEMBER 18, 2006

MEMBERS PRESENT: Phil Langerud (Ramsey), Lois Jacobson (Eddy), Sharon Duval (Eddy), Bill Mertens (Ramsey), Gail Pearson (Cavalier), Jolene LaVallie (Rolette) Sharon Hendrickson (Towner)

MEMBERS ABSENT: Dwain Brown (Benson), Dawn Roppel (Cavalier), Gloria Vetsch (Benson), Verna Martz (Towner)

STAFF PRESENT: Perry Lundon, Executive Director, Dorothy Weigel , Business Manager, Marlene Young, Sectetary/Fiscal Aide, Brenda Barstad, Weatherization Assistant

CALL TO ORDER: Perry Lundon, Board Chairperson, called the meeting to order with seven (7) board members present. This constitutes a quorum.

APPROVAL OF MINUTES: A copy of the September 16, 2006, board meeting minutes was mailed to all board members. Gail Pearson made a motion to accept the minutes as presented. Lois Jacobson seconded the motion. Motion carried unanimously.

BOARD ISSUES: Jolene LaVallie was re-elected to Rolette County as the Low Income Sector representative. Perry contacted the Rolette Ministerial Association from Rolette about Tim Shirk being appointed. There were no objections to having Tim as the representative, but wished to discuss it further before making a decision. Perry suggested that a minister be the representative from Rolette County with Tim Shirk as the alternate. Dwain Brown's term will not end until 2008 according to Benson County Auditor so his term will continue until 2008.

EXECUTIVE DIRECTOR'S REPORT: There were no questions or comments.

WEATHERIZATION/DCS MONITORING REPORT & RESPONSE: Perry went over the monitoring with DCS. The monitoring went quite well. There were three (3) action areas that needed attention and they have all been responded too. The technical items were all very minor and have been corrected. A response from Howard Sage has not been received yet from our response. One of the biggest concerns Howard has is not agreeing with 35% of Dorothy Weigel's time coming out of the budget. This is a conflict with Howard and all community action agencies. Brenda Barstad gave a report on the priority system that is used for the weatherization program. The first priority is fuel costs for your home for the previous year which is \$1800. or over. Income is the next priority. The third priority is age or if you are elderly or have a lot of children between the ages of

0-8 or 5-18. The younger the children the higher the priority. The high priority numbers have to be done first. Still are trying to get guaranteed LIHEAP funding which is not going very well. Also, would like to do something with the utility companies.

REGION VIII & X CONFERENCE: Perry gave a brief report on the conference. Perry felt it was geared mainly to Oregon because it was the state conference for Oregon. It didn't feel like a regional conference. The next conference is planned for Colorado in June, 2007. They did have some good sessions.

AUDIT REPORT: Steve Wonnemberg, CPA /Dorothy Weigel, Business Manager gave a report on the audit. He explained some of the reports to the board. The audit was very good and there were no problems. Sharon Hendrickson made a motion to accept the audit report. Bill Mertens seconded the motion. Motion carried unanimously.

SALE OF DUNSEITH HOME: The consensus of the board after discussion decided the best solution would be to sell the homes. Another option that could be pursued is selling the Dunseith homes to Rolette County Housing Authority and then it would be their responsibility. This has not been discussed with Tim. Perry will bring something back to the next board meeting.

BY-LAWS: Bill Mertens made a motion to amend Article 8, Section 2 to \$750.00 from \$500.00. Gail Pearson seconded the motion. Motion carried unanimously.

DPCAA OPEN HOUSE DISCUSSION--2007: Dorothy Weigel talked about some ideas for DPCAA's 35th anniversary. Dorothy talked about having a design painted on the wall commemorating our 35th anniversary. A money clip and totes were ordered for Open House gifts along with having cake and coffee. Dorothy asked if any of the board members had any suggestions for our anniversary. There will be advertising in all the papers in our service area and on TV. Sharon Duval suggested that we should do new brochures like were done before and placed in many different offices in the service area. There should also be an open house at the Rolla and Langdon offices.

EXECUTIVE DIRECTOR COST OF LIVING SALARY ADJUSTMENT: Bill Mertens made a motion, based on Perry's request, for \$75.00/month salary adjustment. Lois Jacobson seconded the motion. Motion carried unanimously.

OUT OF STATE TRAVEL REQUESTS: None

ADDITIONAL BUSINESS:

CSBG BUDGET NARRATIVE/WORKPLAN/2007: Jolene LaVallie made a motion to submit the 2007 CSBG Workplan/Budget to DCS. Lois Jacobson seconded the motion. Motion carried.

Jolene LaVallie made a motion to give staff and board \$100.00 Chamber Bucks for Christmas. Lois Jacobson seconded the motion. Motion carried.

With no further business, the meeting adjourned.

Respectfully Submitted,

Gail Pearson
Secretary/Treasurer

Respectfully Submitted,

Perry Lundon
Executive Director