Mid Michigan Community Action Agency, Inc.
Board of Directors Meeting
5/28/2026

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT
Gage, Norm	Vernier, Joel	Polega, Mark
Jones, Nancy	Goulet, Carol	Carson, Amyee
Reder, William	Nash, Charles	VanderElzen, Stephanie
Michell, Tim	Ortega, Theresa	Mills, Johnny
Weimer, Suzi	Bontekoe, Doug	Rohlman, Eva
Hoefling, David	Johnson, Ruth	Swanstra, Cherri
Wilton, Kathy	Sims, Barbara	Loomis, Courtney
Byard, Tracy*	Dancer, Jennifer	Johnson, Brian
Roberts, Debbie*		Scott, Santana
Begick, Vaughn*		Nelson, Kaylee
Winarski, Tom	CONSULTANT	Burnett, John
Schuelke, Larry		McKellar, Katelynn
Ryder, Diane		Anderson, Lori
Hren, Allitta		Heath, Jesse
		Stephenson, Heather
** denotes virtual attendance*		Conroy, Stephannie

CALL TO ORDER

Chairperson William Reder called the meeting to order at: 4:30 p.m. at 1574 E. Washington Rd., Farwell, Michigan.

Roll call was taken and a quorum established.

Motion Weimer/Jones to excuse absent board members from meeting.
Motion unanimously approved.

MINUTES FROM THE PREVIOUS MEETING:

Motion Jones/Wilton to review and approve the April 2026 Minutes.
Motion unanimously approved.

Motion Jones/Weimer to appoint Tom Winarski as the temporary Board Treasurer.
Motion unanimously approved.

PUBLIC COMMENT

N/A

PRESENTATION

- Pathways to Excellence – Jesse Heath, John Burnett, Lori Anderson, and Katelynn McKellar
  - Excellence Team Members

- The Pathway to Excellence Team shared their excitement to start this work, and presented the board with a resolution.

RESOLUTIONS

Motion Wilton/Gage to approve resolution #5-2026-R07 Pathways to Excellence.
____13_____ayes, ____0____nays
Motion unanimously approved.

POLICY COUNCIL REPORT
Kathy Wilton

The following was received and filed:

- Policy Council Report

PLANNING & EVALUATION COMMITTEE REPORT:
Nancy Jones

Monitoring Report for Review (For Approval)

Discussion U.S Department of Housing and Urban Development
Office of Lead Hazard Control and Healthy Homes Quarterly Assessment Report
Cherri Swanstra: That is what we formally call our Home Ramp-Up Program. We received 100% on this assessment. We have completed 79 ramps so far and we are ahead of schedule.

Motion Jones/Wilton to review and approve the following monitoring reports:

1. U.S. Department of Housing and Urban Development
   a. Office of Lead Hazard Control and Healthy Homes Quarterly Assessment Report

Motion unanimously approved.

Early Childhood Services:

Discussion Early Head Start and Head Start Director Reports
Amyee Carson:

- We are currently hosting baby showers, health fairs, and getting ready for Fun Day in the Park. We are very busy out in the community.
- Training week is coming up in June – where we gather staff and do all the required training for the year.
- The Early Head Start grant was turned in for our 5th year of renewal. It has moved from the regional office to the Office of Head Start.
- Midland County – We educate families on how to prepare food, how to use SNAP benefits, and how to get SNAP benefits.
- Early Head Start is fully enrolled. We have around 21% kids with disabilities enrolled, which is our average.
- For WIC – for April, we served just over 1,000 participants.

Stephanie VanderElzen:

- For Preschool – today was our last day of school. We were able to get the Harrison Playground up and running before the kids left for the year. We are

still waiting to hear if we got the rollover money for a playground in Beaverton.
- The Beaverton Activity Center is also interested in partnering with us.
- We are struggling with enrollment in Harrison a bit.
- I recently worked with 2 students last semester who shadowed me for 30 hours.
- Our teachers are off to do their second home visits for the year – we are required to do two for the year. They discuss the child's growth and provide ideas for activities for the families to prepare their kids for kindergarten.
- Staff are laid off June 19th and then they come back August 3rd.
- We are at 98% enrollment for Head Start.
- Great Start Readiness Program has 89% enrollment with 21.1% children enrolled with disabilities.
- At the end of March we were at 55,000 meals served for the school year.

The following were received and filed:

1. Directors' Report
2. Early Head Start Dashboard
3. Head Start Dashboard

ECS/EHS time **25 mins**

New Grant Applications (For Approval)

Discussion United Dairy Industry of Michigan – Food Pantry Grant – Refrigeration unit
Cherri Swanstra: We would like an additional refrigerator for our food pantry, and then the other refrigerator at the warehouse can be used for Commodity Supplemental Food Program (CSFP).

Discussion Huntington Foundation – Housing Counseling
Cherri Swanstra: We are seeking Community Reinvestment Act funds to support our Housing Counseling program.

Discussion Michigan Department of Environment, Great Lakes, and Energy – Community Energy Management Program
Johnny Mills: This is to provide funds to help nonprofits make their facilities more energy-efficient. We would like to use these funds at our Cat's Meow building so that we can look at some lighting and plumbing upgrades at the store. We would like to use this to weatherize the store.

Motion Jones/Wilton to review and approve the following new application:

1. United Dair Industry of Michigan – Food Pantry Grant – Refrigeration unit valued up to $7,000
2. Huntingon Foundation – Housing Counseling - $30,000
3. Michigan Department of Environment, Great Lakes, and Energy – Community Energy Management Program - $50,000

Motion unanimously approved.

Continuation Grant Application (For Approval)

Discussion Michigan State Housing Development Authority – HUD Housing Counseling
Cherri Swanstra: This is to fund our HUD Housing Counseling program.

Motion Jones/Gage to review and approve the following continuation application:
1. Michigan State Housing Development Authority – HUD Housing Counseling - $39,280.68

Motion unanimously approved.

Discussion FY27 Community Action Plan
Eva Rohlman: Last month the Board approved the Community Services Block Grant (CSBG) application, tonight we need you to approve our service plan. Our service plan for next year is our roadmap that starts in October. It is built on our Community Needs Assessment. CSBG supports our administration and keeps our lights on. They also fund programs like – housing stability, and home loss prevention, and material assistance. Approval tonight will allow us to move forward in this plan, allowing us to use CSBG in the same way we have in the past.

Motion Wilton/Weimer to review and approve the FY 27 Community Action Plan.
Motion unanimously approved.

Discussion Weatherization Multi-Family Expansion
Mark Polega: The Bureau of Community Action reached out to us last year to expand our reach to Oakland and Livingston Counties with multi-family weatherization. We have spent time since then building connections with the local community action there. The Bureau once again approached us this year, asking us if we could expand to Clinton, Ingham, Shiawassee, and Eaton counties. Before we move forward with expanding our services, I want to make sure that it would be sustainable for our operations in the long-term. There are very few weatherization teams in the state taking on multi-family weatherization.
Johnny Mills: We have done about 5 multi-family projects within our core area, and at every step we have built in capacity. It supports a lot of local contractors and expands their network and gives us the opportunity to build professional skills in our state.

Motion Jones/Winarski to review and approve the Weatherization Multi-Family Expansion.
Motion unanimously approved.

***FINANCE COMMITTEE REPORT*:**
Tom Winarski

Motion Winarski/Hoefling to accept the Fiscal Year to Date Financial Reports
Motion unanimously approved.

Motion Winarski/Gage to review and approve the following contracts & awards:
1. Michigan Department of Health & Human Services
   a. **$200,000 increase** – Local Water Utility Affordability (LWUA) – 10/01/2024 to 09/30/2026
2. Michigan Fitness Foundation
   a. **$25,000** – SNAP-ED Rapid Response 4/20/2026 to 8/15/2026

Motion unanimously approved.

Motion Jones/Wilton to approve the purchase of 3 mid-sized SUV's from McGuire Chevrolet, Clare for Early Head Start for $94,872.00.
Motion unanimously approved.

OTHER BUSINESS

- By-Laws Review
  Mark Polega went over the minor changes made to the By-Laws, which were included in the meeting packet **(Organizational Standard 5.4)**.

Motion Jones/Weimer to review and approve the By-Laws as presented.
Motion unanimously approved.

EXECUTIVE DIRECTOR'S REPORT

Mark Polega:
We had some interviews for our new finance director, and we put the interviewees a through three-step process. I am happy to share that we have made the offer to Brian, our internal applicant and he has accepted. Brian has consistently demonstrated a strong understanding of our budgets as well as the mission-driven work we do, and we are excited to see him step into this role, effective July 1st.

As we celebrate Community Action Month and our agency's 60th anniversary, I want to take a moment to recognize all of you. Our agency does not function without our board. The unique structure of our board is what defines us as a Community Action Agency. It keeps us grounded in the communities we serve and allows us to support so many households. Your leadership is essential, and I am deeply grateful.

Year one as an Executive Director, much of my focus was internal. I worked to strengthen connections with staff – since we are spread out so widely, it is difficult to have that Leadership presence. My Doughnuts and Dialogue tour helped me to build those relationships and stay present in their day-to-day experiences.

As I move into year two, I want to bring that same intentionality outward. My goal is to be more visible in our communities and to establish myself as the leader of this organization. We have staff regularly representing us really well throughout our communities, but I think that there is value in community partners and local groups seeing me out there too. Throughout the fall, I'll be visiting our communities and meeting with organizations. If there are people or groups in your area you think I should connect with, please let me or Kaylee know. And if you're willing to help make those introductions, those would go a long way.

Last week was Michigan Community Action Association's annual Legislative Day and Cherri, Eva, and I were at our state capital. We met with Representatives Snyder, VanderWall, and Hauck and we had some really good meetings. We were there to build relationships and to invite the legislators to visit us. We had some good conversations and we do think we can get all three to attend one of our food distributions. Overall, it was a positive experience.

STAFF/DIRECTOR REPORTS

Written reports provided.

Meeting adjourned at ___6:46____p.m.

The next regular meeting of the MMCAA board will be held June 25 at 4:30PM

Location: 1574 E. Washington Road, Farwell, Michigan

Respectfully submitted,

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Nancy Jones, Board Secretary