



**City of Lakewood Head Start
Governing Board Minutes**

August 28, 2006

Bob Murphy called the meeting to order at 5:00 PM.

Members present: Mr. Bob Murphy, Mr. Ray Elliott and Ms. Diana Allen

Staff present: Ms. Tami Fischer

1. Program update

- End of Head Start fiscal year budget and expenditure report was distributed.
- Copy of the staff changes and revised organizational chart with double-session classrooms was reviewed.
- Discussion on the Section 108 Loan for the new facility at 17th and Pierce. Ms. Fischer explained that we could not use a city facility as collateral per state law. This also applies to the land the building would be built on and the future building itself. The loan can be secured with the equivalent of one payment set aside from the city reserves, approximately \$380,000. The staff would be going before City Council to request action on drawing down the funds since the loan has been approved. We have missed the public offering for this year and would be using a variable rate but we would be able to go for public offering in 2007. It is recommended by Mr. Murphy that the board send out a memo to the other City Council members explaining what is needed and why the City reserve would be used as collateral. Mr. Murphy asked Mr. Elliott if he would support using the City reserve in this manner. Mr. Elliott responded that he would need to think about it. It was agreed by all members that a memo would be sent out from the Governing Board to the rest of City Council as an explanation.

2. Review and approve or disapprove the May 2006 minutes.

Motion to approve the minutes made by Ray Elliott, seconded by Diana Allen.

Bob Murphy: aye

Ray Elliott: aye

Diana Allen: aye

3. Review and approve or disapprove the proposed changes and additions to the Policies and Procedures.

Motion to approve the changes and additions to the Policy and Procedures made by Ray Elliott, seconded by Diana Allen.

Bob Murphy: aye

Ray Elliott: aye

Diana Allen: aye

4. Adjournment – Meeting adjourned at 5:30 P.M.



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Bob Murphy, Chairperson Date

Ray Elliott, Vice-Chair Date

Diane Allen, Secretary Date