



**Worcester Community Action Council  
December 2023 Board Meeting Agenda  
December 11th, 2023  
5:00PM  
Via Zoom**

**Agenda**

- I. Welcome .....Don Xenos, Board Chair**
- II. Consent Agenda\***
  - a. June Regular Board Meeting Minutes, June 12, 2023
  - b. June Special Board Meeting Minutes, June 21, 2023
  - c. August Special Board Meeting Minutes, August 14, 2023
  - d. October Board Meeting Minutes, October 16, 2023
  - e. Audit and Finance Meeting Minutes, February 6, 2023, April 3, 2023, June 5, 2023
- III. Finance, Brian Westerlind, Treasurer, Rob Scherer, CFO**
  - a. Year End September 2023 Financials\*
  - b. CSBG Quarterly\*
  - c. Head Start Carry Over\*
  - d. Head Start One Time\*
  - e. Updated Resolution and Depository\*
- IV. Head Start Update, Kerry Brennan, COO and Kathy Dow, Head Start Director**
  - a. Update on 2023-2024 enrollment and new classrooms in Leicester and East Brookfield
  - b. Update on recent monitoring visits
    - FA-2 Monitoring
    - CLASS Observation Outcome and Appeal Vote\*
- V. FY24-FY26 Strategic Plan\* Charla Hixson, Chief Impact Officer**
  - a. Recommendation to Approve Strategic Plan for FY24-FY26\*
- VI. Nominating Committee, Karen Walker, Chair**
  - a. Nomination and Recommendation for Assistant Treasurer
- VII. Personnel Committee, Peter Martin, Chair 2024**
  - a. **Benefit Enrollment and HR updates**
    - Health, Dental and Vision Benefit Plans\*
    - Vacation Policy Amendment\*
    - Payroll, HR Platform Update
    - Hiring, Promotion and Retention Data
    - Wages and Salary Data
- VIII. Adjourn**

**Upcoming Meetings**  
**January 8<sup>th</sup>, 2024 - WCAC Executive Committee Meeting**  
**February 12<sup>th</sup> - WCAC ANNUAL BOD Meeting**

*\*Requires vote*



**WCAC**  
BREAKING THE CYCLE OF POVERTY ONE NEIGHBOR AT A TIME

18 Chestnut Street • Suite 500 • Worcester, Massachusetts • 01608  
P: 508.754.1176 | F: 508.754.0203 | [WCAC.NET](http://WCAC.NET) |   @WCACInfo