

**Anoka County Community Action Program, Inc.
1201 89th Avenue N.E., Suite 3500, Blaine, Minnesota 55434**

**Governing Board Meeting
June 4, 2026**

Governing Board Members Present

Jon Erickson
George Borrell
Kathy Elvidge
Lisa Guetzkow
Jill Hillebregt
Julie Jeppson
Andre Koen
Karen Kurth
Jolynn Olson
Michou Tchoffo

Staff Present

Patrick McFarland
Jen Harstad
Jessica Milos
Sydney Lindenfelser

Call to Order and Introductions

- Mr. Erickson called the meeting to order at 3:18 pm. A quorum was established with 10 of 12 members present from the Governing Board.

Approval of Minutes

- Ms. Kurth moved to approve the minutes of the Governing Board Meeting, April 2, 2026. Mr. Koen seconded; it was voted on and passed unanimously.
- Ms. Elvidge moved to approve the Personnel Committee Meeting Minutes of April 16, 2026. Mr. Borrell seconded; it was voted on and passed unanimously.
- Ms. Hillebregt moved to approve the Personnel Committee Meeting Minutes of May 14, 2026. Mr. Borrell seconded; it was voted on and passed unanimously.
- Ms. Elvidge moved to approve the Head Start Policy Council Minutes of April 16, 2026. Ms. Kurth seconded; it was voted on and passed unanimously.

Financial Report

- Ms. Kurth moved to approve the Financial Report for March 2026. Ms. Olson seconded; it was voted on and passed unanimously.

Executive Director's Report

Mr. McFarland reported on the following:

- No July Meeting
- Audit updates.
- Program Director Updates
- Upcoming loan payments for properties

New Business

- Ms. Tchoffo moved to keep the Executive Committee members, Mr. Jon Erickson (Chair), Ms. Jolynn Olson (Treasurer) in their current positions and elect Mr. Koen to the Secretary position. Ms. Hillebregt seconded, it was voted on and passed unanimously.
- Ms. Kurth moved to accept the appointments of Mr. Erickson & Ms. Brown as Anoka County Representatives- Public Sector on the board. Ms. Elvidge seconded, it was voted on and passed unanimously.

- Ms. Olson moved to approve the annual authorization of the Executive Director to sign all routine corporate documents as outlined in the Agency's Bylaws. Ms. Tchoffo seconded, it was voted on and passed unanimously.
- Ms. Tchoffo moved to keep the Executive Committee members, Mr. Jon Erickson (Chair), Ms. Jolynn Olson (Treasurer) in their current positions and elect Mr. Koen to the Secretary position. Ms. Hillebregt seconded, it was voted on and passed unanimously.

Update on Head Start Matters

Ms. Milos reported on the following:

- Ms. Cross shared an overview of the Credit Card Statement for April, the Head Start updates for March and April, the Monthly Report to the Governing Board and Policy Council for March 2026 and the 100% Compliance Letter for the FA1 Federal review in April.
- Mr. Koen moved to approve the FY26 Change in Scope application, FY26 Budget Revision, FY27 State Head Start Grant application, and the FY27 Federal Grant Application. Mr. Borrell seconded, it was voted on and passed unanimously.

Adjournment

Mr. Erickson moved to adjourn at 3:54 pm.

Respectfully Submitted,
Andre Koen
Secretary

AK/jm