

Minutes
Douglas-Cherokee Economic Authority, Inc.
Board of Directors
July 10, 2025

Members Present

Michael Collins	Nancy Farris
Tracy Jett	Misty Cameron
Roxanne Bowen	Rene Tabor
Wayne Helton	Bettye Carver
Chris Cutshaw	Stacie DeFrees

Members Not Present

Jim Clawson	Sharon Davis
Clay Blazer	Lauren Carroll
Michelle Hite	Maggie McNally
Joanie Stokely	Donna Shelton
LeeAnne Strickland	Gloria Walker
Michele Love	Jessica Walker
Kathy Holt	Kim Briscoe

Employees Present

Megan Barnard	Kelly Reed
Haley Moore	Amanda White
Curt Amos	David Sigler

Guests Present

Janice Collins

Douglas-Cherokee Economic Authority held a Board of Directors' meeting on July 10, 2025 at the main office, located at 534 E. 1st North St., Morristown.

Rene Tabor, Board Chair called the meeting to order and verified a quorum present.

Ms. Tabor asked for approval of the minutes from the May 8, 2025 meeting. Mr. Collins made the motion for approval and Mr. Helton seconded the motion. The motion carried.

Mr. Sigler presented the Financial Reports. The board received the financial reports prior to the meeting. Ms. Tabor asked for approval of the financial report. Ms. Bowen made the motion for approval and Mr. Cutshaw seconded the motion. The motion carried.

Ms. Barnard reported on agency business.

- CSBG Audit conducted by OIG (no findings)
- LIHEAP PY 2025 Audit (no findings)
- CACFP Monitoring
- Annual Meeting 9/11 at our main office
- Structural changes in the Agency
- Back to School Shoe Initiative*

Ms. Barnard presented the funding application update.

- Community Action Plan update due in August
- NOA Head Start/EHS*
- \$50,000 GAP grant for administration of the Agency (United Way of Greater Knoxville)
- 21st Century grants on hold at Federal Level

The Executive Committee report was given by Ms. Barnard.

- Reporting Issue

The Finance and Audit report was given by Mr. Sigler. The committee did not have a quorum.

- Agency Operating Budget/Admin 2026*
- Agency Total Budget FY2026*
- Use of Agency Funds*
- Vendors over \$25,000*
- Financial Policies and Procedures changes*

Ms. Tabor asked for approval of the finance and audit report. Mr. Cutshaw made the motion for approval and Mr. Helton seconded the motion. The motion carried.

The Governance Committee report was given by Ms. Reed. The committee did not have a quorum.

- Program reports*

Mr. Curt Amos, Head Start Program Director, presented the Head Start Committee Report. The committee did not have a quorum.

- Director's report
- CACFP approval
- CACFP Corrective Action Plan Approval

Ms. Tabor asked for approval of the Head Start committee report. Ms. Bowen made the motion for approval. Ms. Farris seconded the motion. The motion carried.

Ms. Barnard presented the Nominating Committee report. The Nominating Committee did not meet.

- Sevier Low-Income Representative
- Monroe Low-Income Representative
- Monroe Private Sector Representative

Ms. White gave the Personnel Committee report:

- Indemnity policy review

Ms. Tabor asked for approval of the Personnel Committee report. Mr. Collins made the motion for approval of the committee report. Mr. Helton seconded the motion. The motion carried.

Ms. Barnard gave the Executive Director's report.

- Fiscal year closed out June 30th
- Received 2026 ETHRA contract for Senior Nutrition
- Received CSBG Contract
- Welcome Stacy DeFrees to the board
- Annual Meeting September 11th

Ms. Tabor asked for a motion to adjourn the meeting. Ms. Bowen made the motion. Ms. Jett seconded the motion. The meeting was adjourned.



Roxanne Bowen, Secretary

*Committees recommended approval to the full Board of Directors