



Special Executive Committee Meeting

(via Email)

Wednesday, September 14, 2022

Executive Committee: Judge James H. Cecile, Paula Freedman, Shirley Copes,
Robert T. Tackman, Erich W. Shafer, Pastor Phyllis Lee-Williams

Requesting Board approval for HS/EHS Program Improvement (one time) funding

On Wednesday, September 14, 2022, Board President Judge James H. Cecile emailed the attached memo and documents, to the Executive Committee for their review and approval.

A motion was made by Paula Freedman, seconded by Shirley Copes, approving the HS/EHS Program Improvement one-time funding to provide air conditioning, purchase a bus, and repair the roof at two HS/EHS sites. The motion passed unanimously. See the attached email responses received from Paula Freedman, Shirley Copes, Robert Tackman, Erich Shafer, and Pastor Phyllis Lee-Williams.

Encl.

Request for Board Approval: HS/EHS -Program Improvement (one time) request funding.

1 message

Connie Magunga <cmagunga@peace-caa.org>

Wed, Sep 14, 2022 at 9:38 AM

To: "Judge James H. Cecile" <jcecile@yahoo.com>, Paula Freedman <freedmanassoc@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>
Cc: Carolyn Brown <carolyn.brown@peace-caa.org>

September 14, 2022

TO: **PEACE, Inc. Executive Committee**
FROM: **Judge James H. Cecile, Board President**
SUBJECT: **HS/EHS - Program Improvement (one time) request funding.**

Hello Everyone:

Head Start requires Board Approval to apply for Program Improvement (One-Time) funding to provide air conditioning, purchase a bus, and repair the roof at two sites.

Head staff prepared the attached memo to explain the funding request in greater detail.

Please review the documents as soon as possible and if someone would like to make a motion to approve the documents and someone else seconds the motion, we will move forward with a vote and record the results.

Thank you.

Jim.

 **HS-EHS - Program Improvement (one time) request funding.pdf**
467K

Peace, Inc.
Grant # 02CH011394
Budget Year 02/01/2022-01/31/23
Request for a Budget Amendment

This budget amendment is to apply for Program Improvement (One-Time) request funding. Our Head Start / Early Head Start program would use the funding to provide air conditioning, purchase a bus, and repair the roof at two sites.

Explanations of any change on the attached SF-424a per object class categories in Section B:

d. Equipment

Head Start – \$38,963.00 and Early Head Start - \$1,205.00 to purchase the following:

One of our buses (H-89) was totaled in an accident, and we need to purchase a replacement bus.

f. Contractual

Merrick

Head Start – \$38,420.00 and Early Head Start - \$9,012.00 to purchase the following:

The gymnasium at Merrick does not have air conditioning therefore the temperature and humidity becomes a health and safety concern for the children and staff.

Head Start – \$64,800.00 and Early Head Start - \$15,200.00 to purchase the following:

To replace the roof and substructure system for the entranceway.

Sumner

Head Start – \$62,624.00 and Early Head Start - \$19,776.00 to purchase the following:

The roof, windows and parking lot at our Sumner site need extensive repair and we need to acquire the professional services listed below to receive approval to make the repairs.

Appraiser – Total - \$5,000. We would like to acquire an appraisal for our Sumner site from CNY Pomeroy Appraisers, Inc.

Peace, Inc.

Grant # 02CH011394

Budget Year 02/01/2022-01/31/23

Request for a Budget Amendment

Architectural Landscape Design – Total - \$77,400. We would like to acquire architectural designed plans for the parking lot, windows and roof from VIP Architecture Associates, PLLC.



Carolyn D. Brown, Executive Director

September 13, 2022

Stefanie Gordon, Regional Grants Management Officer
Department of Health and Human Services
Administration for Children and Families
26 Federal Plaza
Suite 4114
New York, New York 10278

RE: Grant No. 02CH011394

Approval of Program Improvement Budget Amendment

Dear Ms. Gordon:

The PEACE, Inc. Board of Directors have reviewed and approved the budget amendment for the Program Improvement (One-Time) request funding.

Sincerely,

Hon. James Cecile
President
PEACE, Inc.
Board of Directors



Connie Magunga <cmagunga@peace-caa.org>

Re: Request for Board Approval: HS/EHS -Program Improvement (one time) request funding.

1 message

Paula Freedman <freedmanassoc@yahoo.com>
Reply-To: Paula Freedman <freedmanassoc@yahoo.com>
To: cmagunga@peace-caa.org

Wed, Sep 14, 2022 at 10:11 AM

So move.

Sent from Yahoo Mail on Android

On Wed, Sep 14, 2022 at 9:39 AM, Connie Magunga
<cmagunga@peace-caa.org> wrote:

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Thank you.

Jim.

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Re: Request for Board Approval: HS/EHS -Program Improvement (one time) request funding.

1 message

shirley copes <shirlgram08@gmail.com>

Wed, Sep 14, 2022 at 10:37 AM

To: Connie Magunga <cmagunga@peace-caa.org>

Cc: "Judge James H. Cecile" <jcecile@yahoo.com>, Paula Freedman <freedmanassoc@yahoo.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

I second the motion

On Wed, Sep 14, 2022, 10:16 AM Connie Magunga <cmagunga@peace-caa.org> wrote:

Hi All:

See Paula's response below.

Thanks,
Connie.

----- Forwarded message -----

From: **Paula Freedman** <freedmanassoc@yahoo.com>

Date: Wed, Sep 14, 2022 at 10:11 AM

Subject: Re: Request for Board Approval: HS/EHS -Program Improvement (one time) request funding.

To: <cmagunga@peace-caa.org>

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Thank you.

Re: Request for Board Approval: HS/EHS -Program Improvement (one time) request funding.

1 message

Robert Tackman <bobtoddtack@aol.com>

Wed, Sep 14, 2022 at 10:46 AM

Reply-To: Robert Tackman <bobtoddtack@aol.com>

To: shirlgram08@gmail.com, Connie Magunga <cmagunga@peace-caa.org>

Cc: "Judge James H. Cecile" <jcecile@yahoo.com>, Paula Freedman <freedmanassoc@yahoo.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Pastor Phyllis Lee-Williams <sandpiper116@hotmail.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

I approve.

-Bob

Robert T. Tackman

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Re: Fwd: Request for Board Approval: HS/EHS -Program Improvement (one time) request funding.

1 message

Phyllis Lee-Williams <sandpiper116@hotmail.com>

Wed, Sep 14, 2022 at 10:48 AM

To: Connie Magunga <cmagunga@peace-caa.org>

Cc: "Judge James H. Cecile" <jcecile@yahoo.com>, Paula Freedman <freedmanassoc@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, "Erich W. Shafer" <Eshafer@greenlakeassociates.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

I approve.

On Sep 14, 2022 10:47 AM, Phyllis Lee-Williams <sandpiper116@hotmail.com> wrote:

I second this motion.

On Sep 14, 2022 10:16 AM, Connie Magunga <cmagunga@peace-caa.org> wrote:

Hi All:

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Re: Request for Board Approval: HS/EHS -Program Improvement (one time) request funding.

1 message

Erich Shafer <eshafer@greenlakeassociates.com>

Wed, Sep 14, 2022 at 10:53 AM

To: Phyllis Lee-Williams <sandpiper116@hotmail.com>, Connie Magunga <cmagunga@peace-caa.org>

Cc: "Judge James H. Cecile" <jcecile@yahoo.com>, Paula Freedman <freedmanassoc@yahoo.com>, Shirley Copes <shirlgram08@gmail.com>, "Robert T. Tackman" <bobtoddtack@aol.com>, Carolyn Brown <carolyn.brown@peace-caa.org>

I vote in favor.

-Erich Shafer

Get Outlook for iOS

From: Phyllis Lee-Williams <sandpiper116@hotmail.com>

Sent: Wednesday, September 14, 2022 10:48:33 AM

To: Connie Magunga <cmagunga@peace-caa.org>

Cc: Judge James H. Cecile <jcecile@yahoo.com>; Paula Freedman <freedmanassoc@yahoo.com>; Shirley Copes <shirlgram08@gmail.com>; Robert T. Tackman <bobtoddtack@aol.com>; Erich Shafer <eshafer@greenlakeassociates.com>; Carolyn Brown <carolyn.brown@peace-caa.org>

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