
BOARD OF DIRECTORS MEETING
Sumner Head Start, 215 Bassett Street, Syracuse
Friday, January 23, 2026

MEMBERS PRESENT: Judge James Cecile (President/Development Chair), Mitayah Donerlson, Paula Freedman, Tysha Martin, Christopher Montgomery, Edward Perry, Erich Shafer, Robert Tackman (Finance Chair), Patricia Usherwood Fitzpatrick, Jason Wallace (EEO/ Personnel Chair)

MEMBERS EXCUSED: Eric Caballero, Shirley Copes (Planning Chair), Nicholas DeMartino, Steven Hodgens, Michael LaFlair

STAFF PRESENT: Carolyn Brown, Jamie Colucci, Brenda Curinga, Todd Goehle, Mandy King, Kathleen O'Brien, Doug Thomas, Nancy Turo

CALL TO ORDER:

The Board of Directors meeting was called to order by President Cecile at 4:22pm.

ROLL CALL:

President Cecile noted for the record that a quorum was participating either in person or via Zoom.

MOMENT OF SILENCE:

Board members observed a moment of silence.

APPROVAL OF MINUTES:

The President requested a motion to approve the minutes of the December Board Meeting;
Ms. Patricia Usherwood Fitzpatrick moved to approve the minutes;
Mr. Erich Shafer seconded the motion;
The motion carried unanimously.

EEO/PERSONNEL COMMITTEE REPORT:

Mr. Wallace reported that the committee discussed health insurance cost-saving options, the 401(k) plan forfeiture account, and the monthly summary of recruitment activity.

***The President requested a motion to accept the EEO/Personnel Committee report;
Mr. Robert Tackman moved to accept the EEO/Personnel Committee report;
Ms. Tysha Martin seconded the motion;
The motion carried unanimously.***

PLANNING COMMITTEE REPORT:

President Cecile asked Ms. Martin to present the committee report. Ms. Martin reported that Ms. Brown and Mr. Goehle discussed the Leadership Pathways Initiative and reviewed the Grants Summary Report.

***The President requested a motion to accept the Planning Committee report;
Mr. Jason Wallace moved to accept the Planning Committee report;
Ms. Mitayah Donerlson seconded the motion;
The motion carried unanimously.***

DEVELOPMENT COMMITTEE REPORT:

President Cecile reported that the January Development Committee meeting was cancelled.

FINANCE COMMITTEE REPORT:

Mr. Tackman asked Ms. Turo to present the committee report and monthly financial statements. Ms. Turo reported that the committee discussed the ongoing RFP process for auditing firms.

Ms. Turo reported that the net income before depreciation as of December 31st is \$10,447 versus a budget of \$318,557, that the net income after depreciation is (\$517,575), and that the net income from normal operations is \$70,286 reflecting timing differences of fixed asset purchases, revenue recognition grants, grants with revenue based on headcount, and donation cost centers. Ms. Turo also reported that as of December 31st the current ratio of assets over liabilities is 175%, the indirect rate is 23.8%, and the line of credit balance is \$0.

Ms. Turo noted that \$200,000 was transferred in early January from the Capital Improvement/Repair account to the Key Operating Account, and Mr. Tackman noted that grants continued to be obtained for capital improvement projects.

Ms. Turo discussed the Captive Health Insurance reserve balance, following up on discussions earlier during the Retreat regarding claims and continued meetings with a broker and internal staff on strategic planning of health insurance.

Mr. Tackman reported that Ms. Donerlson had joined the Finance Committee.

***The President requested a motion to accept the Finance Committee report;
Mr. Christopher Montgomery moved to accept the Finance Committee report;
Mr. Edward Perry seconded the motion;
The motion carried unanimously.***

PRESIDENT'S REPORT:

President Cecile thanked Board members for attending the Retreat and for their service.

EXECUTIVE DIRECTOR'S REPORT:

Ms. Brown reported that she and Mr. Goehle attended the groundbreaking ceremony for the Micron factory in Clay on January 16th.

Ms. Brown discussed potential impact on DEHS operations if the HEAP pass-through is not funded.

Ms. Brown announced that Bill Ruckyj accepted the Facilities Manager position.

Ms. Brown reported on several upcoming events: the annual Champions of Diversity fundraiser is tentatively planned for May 20th at the Rosamond Gifford Zoo, and Ms. Turo will be honored as a Community Hero at the Syracuse Crunch game on March 11th.

PROGRAM REPORTS:

Monthly program updates for Big Brothers Big Sisters, Family Resource Centers, Senior Services, and Head Start/Early Head Start were distributed to all Board members in meeting packets for review.

President Cecile referenced the success stories in the Southside FRC report about a client with a job search and Uber transportation, and asked for a follow-up report.

OLD BUSINESS:

None.

NEW BUSINESS:

None.

ADJOURNMENT: President Cecile adjourned the Board meeting at 4:49pm.