

**Community Action Board of Directors Board Meeting  
Depot Board Room, 175 Main Street Battle Creek MI  
September 20, 2016**

**Board members present:** Rick Shaffer, Randall Hazelbaker, Jim Dyer, Valerie Whitney, Steve Frisbie, Lisa Walker, Lisa Purcell, Karen Woods

**Staff and Others Present:** Michelle Williamson, Mackenzie Scholte, Larry Hermen

Vice-Chairperson Frisbie called the training Board Meeting to order at 7:32 AM in the Depot Board Room.

Dyer motioned to approve the September 20, 2016 agenda. Whitney supported. The motion carried.

**Public Comment:** None.

Larry Hermen provided governance training to board members. There was discussion of the governance process.

**Board Members' Time** – none.

Dyer motioned to call the meeting to adjournment at 5:47 PM. Dull supported. Motion carried.

**Next Board Meeting date:** September 26, 2016 from 4:00pm to 6:00pm at the Community Action Depot Board Room, 175 Main Street, Battle Creek, MI

Respectfully submitted,  
Mackenzie Scholte,  
Recording Secretary for Sarah Jones, Board Secretary