

Capital Area Community Action Agency

Board of Directors Meeting
Agenda
Tuesday, November 18, 2025 – 5:30 pm
Via Microsoft Teams

5:30 Sign-In/Attendance/Introductions

Holiday Meal with Board and Policy Council

6:00 Governance Training

Lashawn Gordon, Executive Director

United Partners for Human Services (UPHS)

Policy Council Members may leave after the training

7:00 Board of Directors Meeting

I. Call to Order

Shanetta Keel – Chair

II. Agenda Approval

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III. Action – Recommendation for Review & Approval

A. Board Activity

- i) Board Meeting Minutes – September 23, 2025
- ii) Executive Committee Minutes – October 28, 2025

B. Financial Report

Keith Dean, CFO

- Narrative
- Revenue & Expenditures Agency-wide
- Balance Sheet
- Revenue & Expenditures – major programs
- Head Start Non Federal Share Match
- Head Start Credit Card Activity

IV. Annual Agency Budget – FY2025 – 2026

Keith Dean

V. Interim CEO Report

Nina Self

VII. Chair's Report

Shanetta Keel

IX. Adjournment – 8:00 pm

Next Board of Directors Meeting 1/27/2026 – 6:00 pm –Location TBA

Next Executive Committee Meeting 12/16/2025 – 309 Office Plaza Drive, Tallahassee, FL 32301



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