

# Early Childhood Iowa: Lakes Region Board Minutes

Thursday, October 6, 2011

Hartley Public Library

91 1<sup>st</sup> Street SE

Hartley, Iowa

*The mission of Early Childhood Iowa: Lakes Region is to provide services collaboratively to families and children birth to 18 years of age for the purpose of improving the quality of life for families with children.*

## Attending:

### Voting Members Attending

1. Leroy Riemer
2. Connie Olhausen
3. Tom Naviaux
4. Mary Sloan
5. Daryl Streng
6. Joe Skow
7. Joyce Kruse
8. Paula Miller
9. Pam Jordan
10. Jean Severson
11. Roger Sixta
12. Emily Waund
13. Cindy Barwick
14. Barb Wilkerson
- 15.
- 16.
- 17.

### Voting Members Absent

- Arlene Roemmich\*  
Rob Olsen

### Others Present (Nonvoting)

- Cyndee Dather  
Betsy Moritz  
Travis Edwards  
Phyllis Slawson  
Katie Koenecke

Quorum present. Joe Skow and Cindy Barwick left the meeting at 10:52 a.m. Quorum maintained.

\*Recorded excused absence

## Call to Order/Adopt Agenda/Comments from the Public:

Chair Barb Wilkerson called the meeting to order at 9:02 a.m. Mary Sloan requested time for a brief presentation. Pam Jordan made a motion to approve the agenda. Second by Leroy Riemer. All ayes. No nays. Motion passed with a unanimous vote. Mary introduced Katie Koenecke who is working with a new federal grant awarded to Compass Pointe focusing on awareness of underage drinking and binge drinking by adults. This is a 2½ year grant for implementation in Dickinson County. Katie is housed in Compass Pointe's Spirit Lake office. The same grant is also being implemented in Buena Vista County. No other comments from the public.

## Approval of Minutes:

Cyndee noted corrections to the September 2, 2010 and November 4, 2010 minutes attendance recording. Bill Glienke served as alternate for Tom Naviaux, Parent Partner program, at those meetings, but was recorded as "Others Present (Nonvoting)." Correction will show Bill Glienke as Alternate for Tom Naviaux and remove Tom's name from the "Voting Members Absent" list. Motion by Leroy Riemer to approve the corrections to the September 2, 2010 and November 4, 2010 minutes. Second by Joe Skow. All ayes. No nays. Motion passed unanimously. Board members reviewed the September 1, 2011 minutes. Joyce Kruse made a motion to approve the September 1, 2011 minutes. Second by Leroy Riemer. All ayes. No nays. Motion passed unanimously.

## Treasurer's Report:

- A. ECI Financials: Travis Edwards reviewed the ECI FY12 financials and August expenditures, which were emailed to Board members prior to the meeting. Corrections: In Other/SEED Assistant the amount described as "Moritz 7/11 Travel" should be payroll rather than travel. Emily Waund made a motion to approve the treasurer's report. Second by Joyce Kruse. All ayes. No nays. Motion passed with a unanimous vote.

- B. Decat Financials: Cyndee distributed and reviewed the FY11 final decat expenditure report. Motion by Leroy Riemer to approve the report. Second by Pam Jordan. All ayes. No nays. Motion passed unanimously.

### **Executive Director's Report – Distributed and Presented by Cyndee Dather:**

- A. ECI Directors Meeting – Cyndee was in Washington, DC and Betsy attended the meeting.
- B. Webinars – Cyndee reported on recent webinars and provided information on how to access recorded webinars.
- C. Levels of Excellence – Cyndee updated the Board on progress with the Levels of Excellence preparation. The deadline for submission of materials is December 31, 2011. Cyndee anticipates submitting materials by mid December.
- D. Social Networking – Cyndee explained that Shakira Meyer with the Hand in Hand program (funded by ECI: Lakes Region and under the Upper Des Moines Opportunity umbrella) developed a Facebook page for providers and the public and provided the Facebook address.
- E. State ECI Board Meeting – Cyndee participated in the state board meeting via conference call on September 9, 2011 and updated the Board on items of interest.
- F. CBCAP Grant – The CBCAP grant to continue Love and Logic classes in the ECI: Lakes Region will not be reviewed/funded by Prevent Child Abuse Iowa. Following discussion between Cyndee, Jan Turner, Cherish House executive director, and Cherish House staff, Cherish House will directly fund Love and Logic classes in Clay and Dickinson counties. Cyndee will continue to pursue ways to provide the classes in O'Brien and Osceola counties.
- G. CPPC Activities – Cyndee reviewed the September 22 meeting and discussed the all staff meeting scheduled for October 27.
- H. RPG-Washington, DC – Cyndee informed the Board about the National Conference on Substance Abuse she attended September 14-16 in Washington, DC.
- I. Rent – Cyndee was recently notified that office rent was increased 2.5% effective October 1. The lease expires 3/31/12. Cyndee will explore other rental possibilities.
- J. Internet Service – Cyndee informed the Board about internet service installation after the ECI office lost its no cost access.
- K. Other – Betsy Moritz distributed and reviewed a report with the Board on the ECI Directors meeting she attended as Cyndee's alternate, as well as the Open Meetings/Open Records training, ECI Alliance meeting, and the Early Childhood Mental Health Retreat she attended.

### **Old Business:**

- A. Board Approval-FY12 Decat Plan – Tom Bouska had directed Cyndee to submit the FY12 Decat Plan before the Board meeting and formal approval. Cyndee has not received an answer as to whether the plan can be modified. Barb Wilkerson will contact Tom regarding the Board process/procedure of the Decat Plan approval, modification, etc.
- B. Report-Executive Director Raise – Barb reported on the small committee. She met with Michael Houchins, Clay County Attorney, regarding open meetings/records law. The Board discussed performance review process and differing requirements of ECI and Decat. It was noted that the ad hoc committee membership includes the chair, vice chair, secretary/treasurer, and past chair.

### **New Business:**

- A. Policy and Procedure Manual 2.2.2 Membership and 2.1.2 Voting – The Board reviewed additions for clarification. Motion by Leroy Riemer to approve the additions. Second by Emily Waund. There was discussion of 24 hour notice if unable to attend the Board meeting. All ayes. No nays. Motion passed unanimously.
- B. BCBB FY11 Presentation – Cyndee distributed and reviewed the FY11 Best Care for Better Babies data. Betsy distributed and briefly discussed the FY11 annual report narrative and executive summary. The report is posted on the ECI: Lakes Region website.

### **Other:**

- A. DECAT/PPC/CBCAP – These items were discussed in Executive Director's report and Old Business.

- B. Parent Partners – Tom Naviaux reported excellent turnout for the September 24 second annual recovery walk with approximately 150 in attendance. He noted it was nice to see intact families, families from the child welfare system participating.
- C. Directors/Officers Insurance – The bill came in \$1,000 higher than estimate at almost \$4,000. Cyndee has been in discussion with Jester and insurance companies regarding coverage/possible savings/cost reduction. The insurance agent will meet with the Board via teleconference at the November meeting.
- D. Barb Wilkerson notified the Board she is on a leave of absence from Child Health Specialty Clinic for October, November, and December.

**Adjourn:**

Motion by Leroy Riemer to adjourn the meeting. Second by Jean Severson. All ayes. No nays. Motion passed unanimously. Meeting adjourned at 11:12 a.m.

Respectfully Submitted,  
Betsy Moritz  
Service Coordinator Assistant

The next board meeting is scheduled for Thursday, November 3, 2011 at 9:00 a.m.  
at the Hartley Public Library, 91 1<sup>st</sup> Street SE, Hartley IA.

Board members are encouraged to access the Early Childhood Iowa website at [www.earlychildhoodiowa.org](http://www.earlychildhoodiowa.org)  
and the local website at [www.ecilakesregion.com](http://www.ecilakesregion.com)